

MD-715 EEO Program Status Report

FY 2013



EEO Program Status Report

FY 2013

Parts A-D

EEOC FORM 715-01 PART A - D

U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

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		Fo!	r period covering	October 1, 2012 to Septem			-
	PART A Department	1. Agency		1. Department of the N			
	or Agency Identifying	1.a. 2 nd level rei	porting component	Naval Facilities Engine	Naval Facilities Engineering Command		
	Information	1.b. 3 rd level rep	porting component				-
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		3. City, State, Zip	p Code	3. Washington Navy Ya		<u> </u>	_]
		4. GPDF Code	5. FIPS code(s)	4. NV	5, 25		
	PART B Total	1. Enter total nur	nber of permanent	full-time and part-time empt	loyees	1. 15.473	
	Employment	2. Enter total nun	mber of temporary e	imployees		2. 249	1
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		4. TOTAL EMPL	95 B 1 through 3]		4. 15,722	1	
C.	PART C Agency Official(s)	Head of Agence Official Title	,y	K. L. Gregory, Rear A. Commander, NAVFAC	K. L. Gregory, Rear Admiral, CEC, U.S. Navy Commander, NAVFAC		
	Responsible For Oversight of EEO	2. Command EEC) Officer	2. K. L. Gregory, Rear / Commander, NAVFAC	2. K. L. Gregory, Rear Admiral, CEC, U.S. Navy Commander, NAVFAC		
	Program(s)	3. Principal EEO D Official Title/series	Director/Official s/grade	3. Ferdinand LeCompte, GS-14	3. Ferdinand LeCompte, Command Deputy EEO Officer, 0260, GS-14		
1		4. Title VII Affirmat Program Official	tive EEO	4. Ferdinand LeCompte, Command Deputy EEO Officer, 0260, GS-14			
		5. Section 501 Affir Program Official	mative Action	5. Ferdinand LeCompte, GS-14	5. Ferdinand LeCompte, Command Deputy EEO Officer, 0260, GS-14		
		6. Complaint Proce Manager	assing Program	6. Ferdinand LeCompte, Command Deputy EEO Officer, 0260, GS-14			ASC an approximate
}	1	7. Other Responsib	ole EEO Staff	1. Kym McRae-Haeffner, HQ EEO Specialist, 0260, GS-12			
			-transcriber	2. Russell Lowe, HQ EEC	3 Specialist	t, 0260, GS-12	
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EEOC FORM 715-01 PART A - D	· ·	FEDE	oloyment Opportunity Commission ERAL AGENCY ANNUAL COGRAM STATUS REPORT			(
PART D List of	Subordinate Com	ponen	t and Location (City/State)	CPDF a		TO A PARTY OF THE
Subordinate Components	Naval Facilities Engineering Comma	and Atla	ntic, Norfalk, VA	NV	25	
Covered in This Report	Naval Facilities Engineering Commi	and Pac	ific, Pearl Harbor, Hi	NV	25	
	Naval Facilities Expeditionary Warfare Center, Port Huenema, CA				25	
	Naval Crane Center, Norfolk, VA			NV	25	
						
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		-		<u> </u>		
EEOC FORMS and	Documents Included With This Rep	ort				
*Executive Summary [FORM 715-01 PART E], that includes:			*Optional Annual Self-Assessment Checklis Essential Elements [FORM 715-01PART G]	t Against	X	
Brief paragraph d	escribing the agency's mission ed functions	х	*EEO Plan To Attain the Essential Elements of a X Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement			*
Summary of result assessment again	its of agency's annual self- nst MD-715 "Essential Elements"	х	*EEO Plan To Eliminate Identified Sarrier [FORM 715-01 PART I] for each Identified b	aπier	х	
Summary of Anal	ysis of Work Force Profiles nge analysis and comparison to	x	*Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]			
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies		х	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans			
Summary of EEO Plan action items implemented or accomplished		х	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues			
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]			*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects			
*Conies of releva	nt EEO Policy Statement(s) and/or isions made to EEO Policy	X	*Organizational Chart	· ·	×	



EEO Program Status Report

Executive Summary

FY 2013

Part E

PART E

Naval Facilities Engineering Command

For Period Covering October 1, 2012 to September 30, 2013

EXECUTIVE SUMMARY

The Mission of the Naval Facilities Engineering Command

The Naval Eacilities Engineering Command (NAVFAC) is a Systems Command that builds and maintains sustainable facilities, delivers utilities and services, and provides Navy expeditionary combat force capabilities. There are 12 component commands within the NAVFAC, 10 of which are Facilities Engineering Commands (FECs) that report directly to the two larger NAVFAC Commands which are the NAVFAC Atlantic in Norfolk, Virginia and the NAVFAC Pacific in Pearl Harbor, Hawaii. The NAVFACs 18,000 employees include Civil Engineer Corps officers, civilians and contractors who serve as engineers, architects, contract specialists and professionals of which approximately 15,722 are civilian employees. The NAVFAC delivers best value facilities engineering and acquisition for the Navy and Marine Corps, Unified Commanders, and Department of Defense agencies through its six business lines: Capital Improvements, Environmental Expeditionary, Public works, Asset Management, and Contingency Engineering.

The NAVFAC has two centers that perform specialized missions. The Naval Facilities Engineering and Expeditionary Warfare Center, Port Hueneme, California, which supports combatant capabilities and sustainable facilities through specialized engineering, technology development, and lifecycle logistics services. The Navy Crane Center, based at the Norfolk Naval Shipyard, Portsmouth, Virginia, leads the Navy shore-based weight handling program by establishing policy and providing engineering, acquisition, technical support, training and evaluation services to all Navy shore activities worldwide.

Data

The statistical data for workforce demographic participation rates used in this report was obtained from the Department of Defense Civilian Personnel Data Systems (DCPDS). Data from DCPDS to prepare the NAVFACs FY 2013 Management Directive 715 (MD-715) Report was downloaded by Department of the Navy (DON) Equal Employment Opportunity (EEO) staff on 30 May 2013 and it was deployed to the NAVFAC. In previous years, the DON Affirmative Employment Reporting Tool (DART) and eVersity data systems were used to obtain workforce demographic participation rates but the use of those data systems were discontinued in FY 2013.

The information in this report represents a snapshot by Race, National Origin (RNO), sex and disability of the NAVFAC workforce participation rates as of 30 May 2013 in comparison with the FY 2012 workforce and the National Civilian Labor Force (NCLF) rates. The Census 2000 tracks the Nations occupations where workers live and work

and the Census 2000 file contains data on the number of people employed in nearly 500 occupations and the data covers gender, race, ethnicity, age, etc. The Census 2000 was used this reporting period.

The NAVFAC EEO Program Overview and FY 2013 Initiatives/Accomplishments

FY 2013 was a year of unprecedented challenges for the NAVFAC workforce. These challenges included fiscal constraints, a DON issued hiring freeze, sequestration and furloughs, the tragic events of the 16 September shooting at the Washington Navy Yard, a government shutdown, the implementation of the new Human Resources (HR) service delivery model and workforce shaping. The delivery and the deployment of the raw data from DCPDS that was used to prepare this report and conduct an in-depth barrier analysis also presented additional challenges this reporting period.

NAVFAC conducted its annual self-assessment against the MD 715 "Six Essential Elements" of a Model EEO Program by comparing FY 2013 and FY 2012 with the current state of the organization in order to determine FY 2013 accomplishments. Elements assessed are:

Essential Element A: Demonstrated Commitment from the NAVFAC Leadership

Essential Element B: Integration of EEO into NAVFACs Strategic Mission

Essential Element C. Management and Program Accountability

Essential Element D: Proactive Prevention of Unlawful Discrimination

Essential Element E: Efficiency

Essential Element F: Responsiveness and Legal Compliance

These six essential elements serve as the foundation for the NAVFAC to establish a Model EEO Program.

Element A: Demonstrated Commitment from Agency Leadership: Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity; that EEO policy statements have been communicated to all employees; and that the agency EEO policy is vigorously enforced by agency management.

- (1) Strength: NAVFAC senior leadership continues to be fully committed to implementing and sustaining improvements to increase the diversity of its workforce. Senior Executive Service (SES) Champions were appointed for each Special Emphasis Program to provide senior leadership for their respective groups in FY 2012 and they continued to be engaged and involved in barrier analysis efforts throughout FY 2013.
- (2) Strength: All component Commanders/Commanding Officers have re-issued current EEO policy statements that are posted in the NAVFAC buildings, on internal bulletin boards, and on internal websites.
- (3) Strength: Questions provided in EEOC's MD-715 Part G were used as a starting point in the review of personnel practices, policies and procedures which are

- examined on a regular basis to identify specific barriers and or deficiencies in agency policies and procedures and employment practices that limit equality of opportunity for any and all groups within the Enterprise.
- (4) Strength: In FY 2013 senior leadership sought and received approval and funding for a new NAVFAC EEO Complaints Manager position. This position will be responsible for addressing the critical need to improve timeliness of the NAVFACs complaints processing and will be filled in FY 2014.
- (5) Strength: The NAVFAC EEO Advisory Committee continued to ensure that senior leaders and required stakeholders were involved in the employment, advancement, and retention of all EEO groups, including individuals with targeted disabilities (IWTDs). One of the major functions of the Advisory Committee is to conduct barrier analysis.
- (6) Strength: Sufficient resources were provided to conduct on-site validation/assist visits in FY 2013. One validation visit (Southeast) and one assist visit (EXWC) was conducted and a schedule was established for additional validation/assist visits in FY 2014.
- (7) Strength: A dialogue was established with senior leadership regarding the funding of reasonable accommodation (RA) requests and it was decided that it was not necessary to establish a separate budget for RA requests because sufficient funding sources were available.
- (8) Strength: The NAVFAC Executive Director who serves as the Individuals with Targeted Disabilities (IWTDs) SES Champion met with all Special Emphasis Program Managers (SEPMs) and their respective SES Champions throughout the year to discuss and refine barrier analysis efforts. The NAVFAC Executive Director provided additional leadership and guidance to the SEPMs particularly as they prepared for their barrier analysis briefing to the Business Management Board (BMB). Barrier analysis efforts and findings were briefed to the (BMB). The BMB is the decision making board that leads the coordination, integration, and management of NAVFAC Business and support lines; provides the direction and oversight of programs, policies, and initiatives that support the NAVFAC workforce; assists the CIO in the prioritization, planning, programming, budgeting, and execution of IT projects within the NAVFAC.
- (9) Strength: The NAVFAC managers and supervisors and employees were provided initial and regular refresher training during the year to understand their responsibilities under the civil rights laws, including alternative dispute resolution, and how those responsibilities figure into the success of the NAVFACs EEO program and overall mission.
- (10) Deficiency: None noted.

Element B: Integration of EEO into the Agency's Strategic Mission: Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures, or practices, and supports the agency's strategic mission; that the EEO Officer has appropriate authority and resources to effectively carry out the program; that EEO has regular and effective means of informing the agency head and senior management officials of the status of EEO programs and are involved in and consulted on management and personnel actions by the agency head; and sufficient human resources and budget are allocated to the EEO program.

- (1) Strength: Senior leaders received regular briefings throughout the year regarding the status of the NAVFAC EEO program, barrier analysis efforts, the MD-715, EEO complaints management and status, significant findings or events and other related EEO initiatives.
- (2) Strength: Following the submission of the FY 2012 MD-715 report the "State of the EEO Program" was briefed to senior leaders which addressed all components of the report and the performance of the NAVFAC in each of the six essential elements of a model EEO program as well a report on the progress of the NAVFAC in completing its barrier analysis including any barriers it identified and/or eliminated or reduced. Additional briefings with senior leaders were conducted again upon receipt of the NAVFACs MD-715 scorecard from the Department of the Navy (DON).
- (3) Strength: The NAVFAC played an instrumental role in the implementation of the new HRO service delivery model to include influencing organizational design, staffing structure, placements involving coordinated training, job design, career management efforts to ensure proper identification of service delivery and addressing systematic issues associated with re-organization.
- (4) Strength: NAVFAC managers and supervisors and employees were provided initial and regular refresher training during the year to understand their responsibilities under the civil rights laws, including alternative dispute resolution, and how those responsibilities figure into the success of the NAVFACs EEO program and overall mission.
- (5) Strength: The NAVFAC DCO Supervisor Training which addressed EEO laws/regulations, discrimination complaint processing, reasonable accommodations, special emphasis programs, MD-715 and diversity was provided enterprise wide.
- (6) Deficiency: None noted.

Element C: Management and Program Accountability: Requires the agency head to hold all managers, supervisors, and EEO officials responsible for the effective implementation of the agency's EEO Program and Plan. EEOs and personnel must meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC and DON management directives. EEO program officials are required to provide regular (monthly/quarterly/semi-annually) updates to management and supervisory officials.

- (1) Strength: The NAVFAC leadership has developed and deployed a standard information package/brief detailing special hiring authorities, reasonable accommodation procedures, Alternative Dispute Resolution (ADR) processes, barrier analysis procedures, and other aspects of achieving and maintaining a Model Program. This standard package was deployed to all NAVFAC Commands in FY 2012 and again in FY 2013.
- (2) Strength: The NAVFAC engaged servicing DEEOOs on improving the timeliness of complaints and monitored the process management of the complaint processing system for resolution attempts and more timely investigations. A new NAVFAC EEO Complaints Manager position has been approved and funded and will be filled in FY 2014.
- (3) Strength: Established all Special Emphasis Programs (SEP) by appointing two Special Emphasis Program Managers (SEPM) for each SEP as well as a Wounded Warrior Program Manager for the purpose of conducting barrier analysis to identify possible systemic forms of discrimination and barriers to equal employment opportunity. All SEPMS conducted a thorough analysis of their respective areas and briefed senior leaders on their findings throughout the year.
- (4) Strength: During FY 12 the NAVFAC developed a comprehensive reasonable accommodation (RA) process utilizing NAVFAC's "Business Management System" (NAVFAC BMS) which is the commands' source for consistent business processes, practices and resources. It provides a medium for sharing best practices and serves as a foundation for improving performances across NAVFAC. In addition to consistent business processes, it provides "one-stop" access for pertinent resources such as regulations, templates, forms, and links to other NAVFAC tools. NAVFAC BMS promotes efficiency and effectiveness by capturing best practices and making them accessible NAVFAC-wide. The RA process also established a RA team comprised of first level supervisors, HR specialists, RA specialists, Office of Counsel and other staff as deemed appropriate. This RA process was posted on the NAVFAC portal and was also made available to the workforce through a variety of other venues and was updated in FY 2013.
- (5) Strength: Monthly conference calls to disseminate information and to answer questions and address issues were conducted throughout the year with the DEEOOs under the new HR service delivery model. These monthly conference calls will continue to occur in FY 2014 to ensure alignment and accountability of the EEO programs in this new service delivery model.

(6) Deficiency: None noted.

Element D: Proactive Prevention: Requires that the agency conduct a self assessment on at least an annual basis to monitor progress and identify areas where barriers may operate to exclude certain groups. While some barriers are readily discernible, most are embedded in the agency's day-to-day employment policies, practices, and programs; this includes recruitment, hiring, career development, completive and non-competitive promotions, training, awards and incentive programs, disciplinary actions, and separations

- (1) Strength: The NAVFAC Executive Director who serves as the Individuals with Targeted Disabilities (IWTDs) SES Champion met with all Special Emphasis Program Managers (SEPMs) and their respective SES Champions throughout the year to discuss and refine barrier analysis efforts. Barrier analysis efforts and findings were also briefed to the Business Management Board (BMB). The BMB is the decision making board that leads the coordination, integration, and management of NAVFAC Business and support lines; provides the direction and oversight of programs, policies, and initiatives that support the NAVFAC workforce; assists the CIO in the prioritization, planning, programming, budgeting, and execution of IT projects within the NAVFAC.
- (2) Strength: A new recruitment strategy was established in FY 2013 and a partnership was established with several Navy Systems Commands. Multiple areas of low participation will be the focus of this new strategic recruitment initiative. Triggers of continuing low participation have been documented for Hispanics (Males and Females), Females (White), and Individuals with Targeted Disabilities (IWTDs) at the majority of NAVFAC sites.
- (3) Strength: In FY 2012 and FY 2013 the Naval Facilities Commands (FECs) reported that attitudinal barriers by supervisors and managers existed as evidenced by comments made in one on one conversation's, training sessions and other public forums. Some FECs are addressing attitudinal barriers with increased training initiatives and by communicating with other commands to determine best practices for eliminating the barrier.
- (4) Deficiency: None noted.

Element E: Efficiency: Requires that each agency shall assure that individual complaints are thoroughly investigated; that a model EEO program must have an efficient and fair dispute resolution process; and effective systems for evaluating the impact and effectiveness of its EEO programs.

(1) Strength: The number of formal NAVFAC EEO complaints filed in FY 2013 are at the lowest rate since FY 2008. In FY 2008 there were 55 formals, in FY 2009 there were 58 formals, in FY 2010 there were 66 formals, in FY2011 there were 63 formals, in FY 2012 there were 57 formals and in FY 2013 there were 42 formals.

- (2) Strength: The NAVFAC has a RA Program Manager to coordinate and assist with processing requests for disability accommodations.
- (3) Strength: The NAVFAC has an Alternative Dispute Resolution (ADR) Program Manager to coordinate and process requests for ADR. The NAVFAC encourages the widespread use of a fair ADR program that facilitates the early, effective and efficient resolution of complaints. The NAVFAC disseminates this information through a variety of venues to include training newsletter articles, websites, brochures, flyers, etc.
- (4) **Strength:** In FY 2013 senior leadership sought and received approval and funding for a new NAVFAC EEO Complaints Manager position. This position will be responsible for addressing the critical need to improve timeliness of the NAVFACs complaints processing and will be filled in FY 2014.
- (5) **Deficiency:** EEO investigations are not completed within the applicable prescribed time frames. A NAVFAC Complaints Manager position was authorized in FY 2013 and this authorization/addition is expected to improve processing times.
- (6) **Deficiency:** Recruitment efforts and the analysis of those efforts have not been tracked to identify potential barriers in accordance with MD-715 and DON standards because applicant flow data has not been available.

Element F: Responsiveness and Legal Compliance: Requires agencies to report to the EEOC information concerning pre-complaint counseling, ADR, and the status, processing and disposition of complaints under this part at such times and in such manner as the Commission prescribes. This data is required on EEOC Form 462.

- (1) Strength: The NAVFAC has a system of management control to ensure that management officials comply with any orders or directives issued by an EEOC Administrative Judge.
- (2) Strength: Legal sufficiency reviews of EEO matters are handled by a functional unit that is separate from the unit which handles agency representation in discrimination complaints.
- (3) Deficiency: None noted.

Individuals with Targeted Disabilities Program (IWTD)

The IWTDs SEPMs and their SES Champion conducted a thorough and in-depth barrier analysis to identify possible systemic forms of discrimination and barriers to equal employment opportunity for IWTDs. The participation rates of IWTDs decreased in FY 2013 as compared to FY 2012 participation rates. It is the goal of the DON to achieve a workforce representation of 2% of IWTDs. In FY 2012 and FY 2013 some of the Naval Facilities Commands (FECs) reported that attitudinal barriers by supervisors and managers existed as evidenced by comments made in one on one conversation's, training sessions and other public forums. Some FECs are addressing attitudinal barriers with increased training initiatives and by communicating with other commands to determine best practices for eliminating the barrier. Actions towards eliminating attitudinal barriers are planned for FY 2014.

Workforce Profile Analysis

At the end of FY 2013 the NAVFAC workforce is comprised of 15,722 civilian permanent and temporary appropriated fund employees. In FY 2012 the NAVFAC workforce was comprised of 16,276 civilian permanent and temporary appropriated fund employees. As compared to FY 2013 this represents a 3% decrease (504 less employees). Due to continuing fiscal uncertainty, the DON issued a hiring freeze in January 2013, which halted the majority of the hiring actions. The majority of commands reported that the NAVFAC hiring freeze, sequestration, and the "NAVFAC First" policy which only authorizes current NAVFAC employees to be hired, coupled with a low turnover/attrition rate causes limited opportunities for IWTDs and other demographic groups to apply for jobs within the NAVFAC. Males comprise 75% of the total NAVFAC workforce and females comprise 25% of the total NAVFAC workforce. Individuals with targeted disabilities (IWTDs) comprise 0.64% of the NAVFAC workforce which is below the DON goal of 2%.

There are five groups that participate in the overall NAVFAC workforce at a lower rate as compared to the National Civilian Labor Force (NCLF). These groups are Hispanic males and females, White females, Black females and American Indian/Alaska Native females. These groups have consistently lower participation rates when compared to the NCLF from FY 2010 through FY 2013.

In FY 2013 the major occupations in the NAVFAC workforce were: Engineering Technician (0802), Contract Specialist (1102), General Engineer (0801), Civil Engineer (0810), Contract Surveillance (1101), Environmental Engineer (0819), Management and Program Analysis (0343), Mechanical Engineer (0803), Electrician (2805) and Maintenance Mechanic (4749).

A review of the NAVFAC major occupations shows the demographic groups with significantly low participation rates in each of the NAVFAC major occupations. White

males are participating below the Occupational Civilian Labor Force (OCLF) in six of the ten NAVFAC major occupations, series: 0343, 0801, 0810, 0819, 1102 and 2805. White females showed low participation rates in six of the ten major occupations, series: 0801, 0802, 0803, 1102, 2805 and 4749. Asian males showed a low participation rate in the 0343 series and Asian females showed a low participation rate in the 0801 series. Hispanic males showed low participation rates in seven of the NAVFACs major occupations, series: 0343, 0802, 0819, 0803, 1101, 2805, and series 4749. Hispanic females showed low participation rates in five of the NAVFACs ten major occupations, series: 0801, 0802 and 0803, 0343 and 1101. Black males showed low participation rates in two of the ten major occupations, series: 0819, and 4749. Black females showed low participation rates in two of the NAVFACs ten major occupations, series: 0802 and the 0803 series.

The participation rate of IWTDs in the aggregate of these major occupations has remained consistent since FY 2010 and through FY 2013 with very little increases or decreases in participation rates with the exception of the mechanical engineering series (0803). There was zero participation of IWTDs in FY 2013 in the 0803 series as compared to participation rates in FY 2010-FY 2012. The participation rate of IWTDs in the major NAVFAC occupations is greater than their participation rate in the total NAVFAC workforce. The engineering technician series (0802) had the highest participation rate of IWTDs, followed by the 1102 and 0801 series.

EEO Complaints Analysis

In FY 2013 there were 42 formal NAVFAC EEO complaints as compared to 57 formal complaints in FY 2012 and 63 formals in FY 2011, 66 formals in FY 2010, 58 formals in FY 2009 and 55 formals in 2008. The top basis' for EEO complaints in FY 2013 were reprisal, race-black, age, sex-female and disability. The top issues for EEO complaints were non-sexual harassment, promotion/non-selection, appointment/hire, terms/conditions of employment and reprimand. The average processing time for completing investigations in FY 2013 was 263 days which exceeds the 180 day limit as prescribed by regulatory guidance. It is only slightly below processing times in FY 2012 which was 268 days. To address the critical need to improve timeliness of the NAVFACs complaints processing the NAVFAC received the authorization and funding to establish a Complaints Manager position in FY 2013. The complaints manager position will be filled in FY 2014. This position will be responsible for addressing the critical need to improve timeliness of the NAVFACs complaints processing. A summary of NAVFAC FY 2013 complaints costs indicate that total closures with monetary benefits totaled \$212,500. Lump sum payments totaled \$196,500 compensatory damages totaled \$6,500 and attorney fees and costs totaled \$9,500. The total for closures with monetary benefits for the NAVFAC in FY 2013 equaled \$425,000.

Results of the FY 2013 Self-Assessment

As stated above, the NAVFAC is untimely in completing EEO investigations. Timely processing of complaints at the formal level is an area of concern and notably the excessive delay in submitting the case for investigation even after the Notice of Acceptance has been issued. The failure to complete an investigation within 180 days

puts the NAVFAC at risk for receiving a sanction by the Equal Employment Opportunity Commission (EEOC) for failure to complete an investigation within 180 days and potentially could include a liability of up to \$300,000 in compensatory damages. To address the critical need to improve timeliness of the NAVFACs complaints processing the NAVFAC received the authorization and funding to establish a Complaints Manager position in FY 2013. The complaints manager position will be filled in FY 2014. This position will be responsible for addressing the critical need to improve timeliness of the NAVFACs complaints processing.

FY 2014 Plans of Action

The NAVFAC FY 2014 EEO Plans to Attain the Essential Elements of a Model EEO Program (Part H) includes: Improving the timeliness of formal complaints processing through compliance with DON policy and regulatory guidance.

The NAVFAC FY 2014 Pan to Eliminate Identified Barriers (Part I) includes requirements to: determine if there are barriers to equal employment opportunity for Hispanic males (Part I-2), Hispanic females (Part I-2), White females (Part I-5), IWTDs (Part I-3), decrease perceived attitudinal barriers regarding the employment of IWTDs (Part I-4) and determine the factors that limit or impact the advancement of Asian males and Asian females to high grades and SES levels.

In recognition of the varying levels of expertise inherent in the new service delivery model the NAVFAC will continue to focus attention on ensuring alignment and accountability by providing oversight, direction and guidance to newly established EEO offices. Extending efforts to conduct a more effective and in-depth analysis of barriers to equal employment opportunity will be continued in FY 2014.



EEO Program Status Report

FY 2013
Part E-1
Work Force Analysis
Attachment

PART E EXECUTIVE SUMMARY – Attachment 1

NAVFAC Workforce Analysis

NAVFAC Total Workforce

RNO	Gender	2010	2011	2012	2013	NCL FF	NCLF minus 2013 rate*
Hispanic	Male	3.76%	3.92%	3.94%	4,00%	6.20%	2.20%
	Female	1.88%	1.78% 🐉	1.78%	1:80%	4.50%	2.70%
1841-14-	Male	50.47%	49,60%	49.82% 1	49.90%	39 00%	
White	Female	14.90%	14.46% 📮	14.14% 🌡	14.10% 🌡	33,70%	19.6%
Pro inc B.	Male	7.79%	7,93% 🕯	8.01% 🕯	7.90%	4.80%	
Black	Female	3.56%	3.58%	3.61%	3.70% 1	5.70%	2.00%
Asian	Male.	9.71%	9:90% 1	9.71%	6,90%	1,90%	
MSIAIT	Female	3,94%	4.05% 1	3.91% 🌷	2.80% 🐉	1.70%	
NHOPI	Male	1.57%	1.69%	1.98%	4.50%	0.10%	
HNOFI	Female	0.69%	0.84%	0.89% 1	1.90% Î	0.10%	
AIAN	Male	0.40%	0.38% 🜷	0.41%	0.40%	0.30%	raksy ne reska ne o kaka hali sa kahila sine
A)Ale	Female	0.20%	0.20%	0.18% 🎝	0.20%	0,30%	0.01%

The table above shows the overall participation rates of each demographic in the Naval Facilities Engineering Command (NAVFAC). The statistical data for workforce participation used in this report was obtained from the Department of Defense Civilian Personnel Data Systems (DCPDS). Data from DCPDS to prepare NAVFACs FY 2013 Management Directive 715 (MD-715) report was downloaded by Department of the Navy (DON) Equal Employment Opportunity (EEO) staff on 30 May 2013 and was deployed to the NAVFAC.

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participate in the overall NAVFAC workforce at a lower rate as compared to the National Civilian Labor Force (NCLF). These groups are Hispanic males and females, White females, Black females and American Indian /Alaska Native females. These groups have consistently lower participation rates when compared to the NCLF from FY 2010 through FY 2013. White males and females consistently participate at a rate higher than the NCLF from FY 2010 through FY 2013.

Analysis is based on Table A-1 Total Workforce-Distribution by Race/Ethnicity and Sex as of 30 May 2013. Red or green arrows indicate an increase or decrease from the previous years.

Grade Level Analysis

Grade Levels		RACE/ETHNICITY											
		Non- Hispanic or Latino											
	Hispanic or Latino		White		Black or African American		Aşian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		
	male	female	male	female	male	female	male	female	male	female	male	female	
Executive/ Senior Level 15 & Above	4.50%	3.40%	49.70%	26.30%	3,40%	1.10%	4.50%	3.40%	1.70%	1.10%	0.00%	.0.00%	
GS 13/14 and Non-GS equivalent grades	2.60%	1.90%	52.30%	.18.10%	4:00%	.3.00%	6.20%	3.70%	3.60%	2.30%	0.20%	0.10%	
GS 12 and Non-GS equivalent grades	3.50%	0.60%	61.40%	5.60%	11.00%	1,30%	5.50%	1.10%	8.10%	0:60%	0.04%	0.20%	
RCLF	3.44%	1.70%	50.91%	17.91%	7.82%	5.42%	6.65%	2,72%	0.97%	0.38%	0.42%	0.18%	

A review of the NAVFACs high grades indicates that in the Senior Executive Service (SES) and equivalent grades, Hispanic males and Hispanic females, White females, Asian females and Native Hawaiian/Pacific Islander (NHPI) males and females participate at a higher rate when compared to the rest of the demographic groups. White males are slightly below the Regional Civilian Labor Force (RCLF) at a rate of 49.70% as compared to the RCLF of 50.91%. At the GS13/14 and Non-GS equivalent grades Hispanic females, White males and females, Asian females and NHPI males and females participate above the RCLF. American Indian/Alaska Native males and females participate below the RCLF. Non-GS equivalent grades include blue collar employees paid under the federal wage system (FWS). FWS positions are craft, trade and labor positions and includes several different pay plans (Wage Grade, Wage Leader and Wage Supervisor, etc.) American Indian/Alaska Native males and females were absent in the Executive/Senior Level and the 15 & above level. The majority of positions occupied in the NAVFAC workforce are at the GS-12 level with 4,243 employees, followed by GS-13 positions occupied with 2,269 employees. 644 employees occupy GS-14 positions in the

NAVFAC workforce and 208 employees occupy GS-15 positions. Within the NAVFAC workforce 9 senior executive service positions are occupied.

Analysis Based on Table A-3.

Federal Wage System

The Federal Wage System (FWS) includes blue collar employees paid under the federal wage system. FWS positions are graft trade and labor positions, which include several different pay plans (WG, WL, WS, etc). An analysis of all demographic groups' overall participation in the FWS indicates that males participate at consistently higher rates than females. FWS Grade-10 has the highest participation rate of all of the FWS grades with males participating at consistently high rates (99.0%) of which white males participate at a rate of 60.80%, followed by Black males at a rate of 15.30% and Asian males with a participation rate of 8.50%. The second highest grade with the largest participation rate is the FWS Grade-8. Males participated at 97% with white males participating at a rate of 60.00% followed by Black males at 15.40% and Asian males at 6.10%. All female demographic groups are absent from FWS Grades-12-FWS Grades-16. NAVFAC will monitor these demographic groups closely in FY 2014 when 2010 census data will be used instead of 2000 census data which formed the basis for the FY 2013 analysis. It is expected that there will be significant changes regarding analysis and comparison in future Fiscal years as a result of utilizing the 2010 Census data.

Analysis based on Tables A-5-1 and A-5-2 as of 30 May 2013.

NAVFAC Major Occupations

The tables below show the demographic groups with **significantly low participation** rates in each of the NAVFAC major occupations. White males are participating below the Occupational Civilian Labor Force (OCLF) in six of the ten NAVFAC major occupations, series: 0343, 0801, 0810, 0819, 1102 and 2805. White females showed low participation rates in six of the ten major occupations, series: 0801, 0802, 0803, 1102, 2805 and 4749. Asian males showed a low participation rate in the 0343 series and Asian females showed a low participation rate in the 0801 series. Hispanic males showed low participation rates in seven of the NAVFACs major occupations, series: 0343, 0802, 0819, 0803, 1101, 2805, and series 4749. Hispanic females showed low participation rates in five of the NAVFACs ten major occupations, series: 0801, 0802 and 0803, 0343 and 1101. Black males showed low participation rates in two of the ten major occupations, series: 0819, and 4749. Black females showed low participation rates in two of the NAVFACs ten major occupations, series: 0802 and the 0803 series.

In FY 2013 American Indian/Alaska Native males were absent in two of the NAVFACs major occupations, series: 1102 and 0801. This represents an increase as compared to FY 2011 & FY 2012 when they were absent in only one of the NAVFACs ten major occupations but it represents a decrease when compared to FY 2010 when they were absent in three of the NAVFACs ten major occupations. American Indian/Alaska Native females were absent in five of the NAVFACs ten major occupations, series: 0802, 0801, 0810, 1101, and the 0803 series IN FY 2013. American Indian/Alaska Native females

absence in five of NAVFACs ten major occupations in FY 2013 represents an increase as compared to prior fiscal years. In FY 2010 American Indian/Alaska Native females were absent in three of NAVFACs ten major occupations. In FY 2011 they were absent in two of NAVFACs ten major occupations. In FY 2012 American Indian/Alaska Native females were absent in four of NAVFACs ten major occupations. American Indian/Alaska Native males and females participation rates in the NAVFAC workforce has remained at consistent levels as compared to prior fiscal years. In FY 2013 they represented 0.60% of the workforce. In FY 2012 they represented 0.59% of the workforce and in FY 2011 they represented 0.58% of the NAVFACs workforce and in FY 2010 American Indian/Alaska Natives represented 0.60% of the workforce.

Demographic groups that have shown a decline in participation rates in the following top ten NAVFAC major occupations in the last two years are Asian males in the 0343 series and Hispanic females in the 0803 series. Demographic groups that have shown a decline in the top ten occupations for the past three years include Asian females in the 0801 series, White females in the 1101 series and White males in the 1102 series. Hispanic males have shown slight but steady increases in two of the NAVFACs top ten major occupations: the 0802 series and in the 0343 Series.

The NAVFAC will monitor these demographic groups in the top ten series in FY 2014 as the NAVFAC transitions to a comparison using 2010 Census data in FY 2014. Problems with the 2010 Census data precluded its use in the current fiscal year.

Engineering Technician (0802) Total Employees: 1,133

RNO/GENDER	2010	2011	2012	2013	OCLF
Hispanic Males	3.18%	3,48% 🖥	3.82% 1	4.10%	6.10%
Hispanic Females	0.15%	0.22% 1	0.31%	0.20% 👃	1.60%
White Females	5.23%	5.07%	5.69%	3.90%	13.00%
Black Females	0.61%	0.51%	o 55% 1	0.60%	2,20%

Contract Specialist (1102) Total Employees: 962

RNO/GENDER	2010	2011	2012	2013	OCLF
White Males	23.76%	23.06% 🌡	22.15% 🐉	21.50% 🌡	71.80%
White Females	36;46%	35.08%	35.22% 🖠	34.50% 🎝	42.70%
Asian Females	4.08%	4.19%	4 20% 🕯	3.80% 🎝	9.90%

General Engineer (0801) Total Employees: 690

RNO/GENDER	2010	2011	2012	2013	OCLF
White Males	69.63%	65.25% 🞝	64.45% \$	65 90% 1	71.80%
White Females	8.40%	8.79%	8.82%. Î	8.30%	24.70%
Asian Females	2.20%	2.07% \$	2:08% 🜡	1.40% 👢	2,90%
Hispanic Females	0.39%	0.39%	0.41% 1	0.30% 👢	0.60%

Civil Engineer (0810) Total Employees: 676

RNO/GENDER	2010	2011	2012	2013	OCLF
White Males	54.83%	53.33% 🌡	53.59% 🕯	53,30%	79.00%

Contract Surveillance (1101) Total Employees: 554

RNO/GENDER	2010	2011	2012	2013	OCLF
Hispanic Males	2,97%	3.45%	3.82% (3.60% 🎝	4.20%
Hişpanîc Females	22.29%	21,05% 🕹	20.38%. 🐉	20:00% 🌡	27.40%

Environmental Engineer (0819) Total Employees: 503

RNO/GENDER	2010	2011	2012	2013	CCLF
White Males	47.68%	45.69%	47,41%	46.70% [50.60%
Black Males	1.93%	2.43%	2.30% 4	2.40%	6.50%
. Hispanic Males.	3.28%	2.81% 🐧	2.50%	2.50% 1	4.20%

Management Program Analysis (0343) Total Employees: 447

RNO/GENDER	2010	2011	2012	2013	OCLF
White Males	18.43%	15.13%	16.42% 🕽	16.10% 🌡	52.50%
Asian Males	2.69%	4.06%	3.40% 🕽	2.70%	3.40%
Hispanic Males	0.96%	1.29%	1.51% 🐧	1.60% 🛊	2.00%

Mechanical Engineer (0803) Total Employees: 438

RNO/GENDER	2010	2011	2012	2013	OCLF
Hispanic Males	3.50%	3,44%	4.25%	5.30%	4.70%
Hispanic Females	1.40%	1.51%	1.12% 🎝	1,10%	5.30%
White Females	6.31%	7.10%	6,49% 💲	7.30% 1	39.70%
Black Females	0.47%	0.43% 👢	0.45% 🐧	0.20%	7.80%

Electrician (2805) Total Employees: 436

RNO/GENDER	2010	2011	2012	2013	OCLF
Hispanic Males	4.69%	3.77% 🐉	3 82%	3,70% 🌡	8,40%
White Males	66.93%	61.86%	62,02% 🕯	52.20% 1	79.70%
White Females	1.04%	0.67% 🖔	0.67%	0.70%	1.90%

Maintenance Mechanic (4749) Total Employees: 406

RNO/GENDER	2010	2011	2012	2013	OCLF
Hispanic Males	8.23%	8.39% 🌡	7,40% 👢	7.40%	12:10%
White Females	1.80%	1.36%	1,39%	1.20%	2,60%
Black Males	7,71%	8.39% 1	B.33% Î	8.90% 📮	9.70%

Analysis based on Table A-6 as of 30 May 2013.

Accessions: Total: 343

				Accessions		
RNO	/GENDER	NCLF	FY10	FY11	FY12	FY13
1 ti	Male	6.20%	4.38%	5.63%	3.64%	4.90%
Hispanic	Female	4,50%	0.64%	0:94%	0.58%	0.00%
	Male	39.00%	51.57%	50.23%	63.99%	56.40%
White	Female	33.70%	16.57%	13.62%	10.6%	10.80%
	Male	4,80%	4.67%	8,45%	8,31%	9,300%
Black	Fernale	5.70%	2.24%	2.82%	2,92%	4.40%
	Male	1.90%	12.35%	7.51%	4.37%	5,20%
Asian	Female	1.70%	3.26%	0.47%	0.44%	0.30%
NH/P1	Male	0.10%	2.62%	16.90%	2.33%	5,50%
NHA-1	Female	0.10%	0.45%	0,94%	0,15%	0,90%
A İ A LI	Male	0.30%	0,32%	1.41%	0.73%	0.30%
AIAN	Female	0.30%	0.06%	0.0%	0.0%	0.30%

The Accession table above shows that over 50% (56.40%) of all new hires in FY 2013 were White males. In FY 2012 White males represented 63.99% of all new hires and in FY 2011 White males represented 50.23% of all new hires and in FY 2010 White males represented 51.57% of all new hires. In FY 2010 there were 1,562 new hires, in FY 2011 there were 213 new hires and in FY 2012 there were 686 new hires as compared to 343 new hires in FY 2013. As a result of continuing fiscal uncertainty the Department of the Navy (DON) issued a hiring freeze in January 2013 which put halted the majority on the majority of hiring actions. The majority of the NAVFACs FECs also reported that the NAVFAC hiring freeze, the "NAVFAC First" policy, which only authorized current NAVFAC employees to apply for NAVFAC positions, sequestration and the government shutdown; coupled with a low turnover attrition rate caused limited opportunities for applicants to apply for positions in the NAVFAC and to be selected. In addition, this decline may also

be attributed to the date in which the required data to prepare the MD-715 report was downloaded from DCPDS. The Data was downloaded 30 May 2013, which excluded the entire fourth quarter of the fiscal year. As compared to previous reporting years demographic groups showing a decline in accessions as compared to the National Civilian Labor Force (NCLF), are White females, Hispanic males, and Black females. Demographic groups above the NCLF include: White males, Black males, Asian males, Native Hawaiian/Pacific Islander males and females. American Indian/Alaska Native accession rate is equal to the NCLF rate. During FY 2013 there were no accessions of Hispanic females. During FY2010, FY2011 and FY 2012 Hispanic females were represented in accessions. Applicant flow data is not available and until such time that applicant flow data becomes available the NAVFAC will not be able to determine why there were zero accessions of Hispanic females in FY 2013. The NAVFAC will closely monitor the low accession rates of demographic groups when the NAVFAC transitions to a comparison using the 2010 Census data in FY 2014. Problems with the 2010 Census data precluded its use in the current fiscal year.

Analysis based on Table A-8 as of 30 May 2013.

Separations: Total: 877

RNO/	3ender	Participation Rate		Separations		
			FY10	FY11	FY12	FY13
1.45	Male	4.00%	4.91%	1.84%	3.85%	3,00%
Hispanic	Female	1.80%	1.03%	3.99%	1,96%	1.40%
White	Male	49,90%	50.65%	51.84%	50:80%	46.20%
AAINIG	Female	14.10%	17.7%	17.18%	16.0%	12,80%
Black	Male	7.90%	6.98%	4.60%	6.72%	9.50%
DIACK	Female	3.70%	3,36%	4.29%	3.78%	3.50%
Asian	Male	6,90%	9.13%	8.28%	7.84%	9.10%
Moidti	Female	2.80%	2.84%	2.45%	3.71%	2.70%
AU (ID)	Male	4,50%	1.29%	0.61%	2.24%	6.40%
NHP!	Female	1.90%	0.00%	0.61%	0.84%	1.90%
ALGAL	Male	0.40%	0.60%	0.31%	0.42%	0.80%
AIAN	Female	0.02%	0.09%	0.31%	0.42%	0.00%

A review of the Separation table indicates that Black males, Asian males, Native Hawaiian/Pacific Islander males and American Indian/Alaska Native males are separating at a higher rate than their participation rate in the NAVFAC workforce in FY 2013. At this aggregate level though it is difficult to make any conclusive statements about the population gains or losses of any group because it is only at the analysis level of a specific occupational series that it can be determined if progress has been made or not made. As a result of this it is essential that the NAVFAC focus on improving barrier analysis skills across the Enterprise. For more details on the NAVFACs focus on improving skills needed to conduct a thorough barrier analysis, see FY 2014 Part I.

Analysis based on Table A-14 as of 30 May 2013.

Individual with Targeted Disabilities (IWTD)

Appropriated Fund	EEOC Goal	2010	2011	2012	2013	2.0% minus 2013 DON Participation
WTD	2,0%	0.67%	0.66% 🌡	0.68%	0.54% 🌡	1,36%
Non-targeted Disabilities	N/A	5.68%	6.07% 1	6.22%	7.07% 🛊	N/A

The participation rate of individuals with targeted disabilities decreased in FY 2011 and FY 2013. In FY 2013, 0.64% (100 employees) of the NAVFAC workforce were individuals who self identified as having a targeted disability. A targeted disability includes: hearing, vision, missing extremities, partial paralysis, complete paralysis, epilepsy, intellectual disability, psychiatric disability and dwarfism. This shows a net change of -1.36% (10 employees) from last fiscal year which is lower than the Equal Employment Opportunity Commission's (EEOC) goal of 2.0% for Individuals with Targeted Disabilities (IWTD).

Unlike the decreasing participation trend for individuals with targeted disabilities, the participation rate of individuals with non-targeted disabilities has increased in each of the last four fiscal years. In FY 2013, the NAVFAC employed 1,111 (7.07%) individuals who reported non-targeted disabilities. This is a .85% (1,012 employees) net change from FY 2012. In FY 2013, 1.93% (304 employees) of the workforce chose not to identify whether or not they have a disability. The 1.93% of the NAVFAC workforce who chose not to self-identify creates the possibility that the NAVFAC may not have an accurate record of all those with targeted or other types of disabilities. To address this concern in FY 2013, some NAVFAC Facilities Engineering Commands reported that they utilized National Disability Employment Awareness Month which occurs annually each October as a means to inform and educate the workforce about non-targeted disabilities and targeted disabilities. At NAVFAC Headquarters, the two IWTD Special Emphasis Program Managers in concert with the IWTD SES Champion discussed in a public forum why it was necessary to disclose information regarding targeted and non-

targeted disabilities by self identifying. They also encouraged employees to re-validate their disability status.

During this public forum Standard Form (SF) 256 was made available to employees to fill out and complete. Following the public forum the IWTD SES Champion released an email to the workforce reiterating in writing what was discussed during the public forum, which also included where the SF 256 form could be obtained and point of contacts for submitting the form and encouraging senior leaders, supervisors and managers with hiring authorities to consider hiring employees with disabilities.

Analysis based on Table B-1 as of 30 May 2013.

Accessions: Total: 343

Accessions	Туре	FY 2018	FY 2011	1	FY 2012		FY2013	
	Permanent	0:31%	0.0%	3	0.44%	1	0.64%	1
(WTD	Temporary	0.16%	0.0%	Ą	0.79%	Î	0.00%	
Other	Permanent	3.03%	0.0%	ng S	5.54%	1	11.18	1
Otner Disabilities	Temporary	5.70%	4:85%	E	3.97%		10.00%	1
	Permanent	2.15%	0.0%	1	0.87%	1	3.51%	1
Not Identified	Temporary	0.95%	1.94%	1	0,79%	ı	6,67%	1
No	Permanent	94.50%	0.0%	Į.	93.15%	1	85.30%	ă.
Disabilities	Temporary	93.20%	93.20%	724	94.44%	î	83.33%	n.

The NAVFAC hired a total of 343 Appropriated Fund (AF) employees in FY 2013. Of these permanent employees, 0.64% or 2 employees have targeted disabilities and 11.18% (35 employees) identified themselves as having other than targeted disabilities. The 0.64% rate of permanent IWTD rate represents a slight increase as compared to 0.44% in FY 2012. In FY 2013 3.51% (11 employees) chose not to provide information regarding their disability status. In an effort to ensure that individuals are accurately self identified, several FECs reported that they conducted re-validation campaigns with positive results and that National Disability Employment Awareness Month was also used as a vehicle to disseminate information regarding the importance of employees re-validating their disability status. Of the 2 new IWTD hires, 2 employees were permanent hires and zero came onboard as temporary employees.

Several NAVFAC FECs reported that individuals with targeted disabilities are reluctant to self-identify. Additional information can be found in the NAVFAC Part J. Analysis based on Table B-8 as of 30 May 2013.

Separations: Total: 877

Separations	Туре	FY 2010	FY 2011		FY 2012		FY 2013	
	Voluntary	0.41%	0.31%		0.44%	1	0.66%	1
atw	Involuntary	0.00%	1.68%	î	0,79%	Į.	0.00%	Į.
Other	Voluntary	5.39%	6.54%	â	5.54%		8.65%	Î
Disabilities	Involuntary	3,83%	5.04%	1	3.97%		6,67%	¢ pa
	Voluntary	2.14%	1.87%	1	0.87%	I	1.83%	î
Not Identified	Involuntary	2.13%	1.68%	Į.	0.79%	1	1.90%	1
	Voluntary	92.07%	:61.06%	end,	93.15%	1	89.52%	
No Disabilities	Involuntary	94,04%	.73/11%	1	94,44%	B	91.43%	\$.

There were 763 separations in the NAVFAC in FY 2013. Of these employees, 0.66% or 5 employees have targeted disabilities and 8.65% or 66 have disabilities other than targeted disabilities. Of the 5 IWTDs who separated, all 5 were voluntary separations. Of those with other than targeted disabilities, 66 were voluntary and 7 were involuntary.

Analysis based on Tables B-14 as of 30 May 2013.



EEO Program Status Report

FY 2013

Part G

U.S. Equal Employment Opportunity Commission DON ANNUAL EEO PROGRAM STATUS REPORT NAVFAC FY 2013 SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS

Essential Element A: DEMONSTRATER COMMITMENT FROM DON LEADERSHIP
Requires the EEOO to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.

Compliance Indicator	EEO policy statements are up-to-date.	Messure has been met	sure been let	For all unract measures, provide a brief explanation in the space below or complete and attach an
Measures		Yes	ž	EEOC FORM 715-01 PART H
 The EEOO was installed on Was the EEO policy Statement explanation. 	 The EEOO was installed on 26 October 2012. The EEO policy statement was issued on 20 November 2012. Was the EEO policy Statement issued within 6 - 9 months of the installation of the EEOO? If no, provide an explanation. 	×		
During the current EEOO's	2. During the current EEOO's tentile, has the EEO policy Statement been re-issued annually?	×		Attachment 1. Policies for FY 14
				were submitted for new signatures
				12 September 2013.
3. Are new employees provide	Are new employees provided copies of the EEO policy statements during orientation?	×		EEO pulicy statements are given to
			:- -	new employees during orientation
				as part of their welcome packet.
4. When an employee is prome	When an employee is promoted into the supervisory ranks, is s/he provided copies of the EEO policy	X		Copies of EEO policies are given to
siatements?				new supervisors.
}		Меазиге	Hre	For all unmet measures, provide a
Compliance indicator	PRO policy chalorouse have been communicated to all employees	1 125 B	been	brief explanation in the space
	when forms are sentential the consequences and sentential and sentential and	mer		below or complete and attack an
Measures		Yes	3	BEOC FORM 715-01 PART H
5. Have the heads of command	5. Have the heads of commands/agrivities disseminated and communicated support of all DON EEO policies	×		
issued in the current reporting pand 1604 Quide for Conducting	issued in the current reporting period through the ranks, e.g. CHRMs 1603 DON EEO Program Assessments and 1604 Guide for Conducting an Effective Barrier Analysis?			
6. Has the command/activity n	6. Has the command/activity made written materials available to all employees and applicants, informing them	×		
of the variety of EEO programs	of the variety of EEO programs and administrative and judicial remedial procedures available to them?			
7. Has the command/activity p	7. Has the commandactivity prominently posted such written materials in all personnel offices, EEO offices,	×		
and on internal websites? [see 29 CFR §1614,102(b)(5)]	29 CFR §1614,102(b)(5)]			

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Compliance Indicator Measures	reasonable accommodation?	10. Have the procedures for reason available/accessible to all employed employees/supervisors and by make	Have all employees been informed about behavior may result in disciplinary actions?	Ensuring the provision of requirements when such accommodations described to the provision of requirements of the provision of the provis	e Ensuring the provision of requience an undue bardship?	 Ensuring subordinate supervise order to supervise most effects ineffective communication? 	 Ensuring a workplace that is fit 	 Ensuring full cooperation of employees u Competors, EEO Investigators, etc.? 	 Supporting the command/active community outreach and recru 	 Addressing concerns, whether perceived or real, raised action to correct or climinate traision in the workplace? 	 Resolving problems/disagreen 	8. Are managers and supervisors a	Compliance Indicator Measures
Appual EEO Assessment	11. Have managers and supervisor been trained on their EEO responsibilities, to include the procedures for reasonable accommodation?	10. Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accassible to all employess/supervisors by disseminating such procedures during orientation of new employess/supervisors and by making such procedures available electronically?	Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?	Ensuring the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?	Ensuring the provision of requested religious accommodations when such accommodations do not cause an undue bardship?	Ensuring subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communication?	Ensuring a workplace that is thee from all forms of discrimination, harassment and retaliation?	Ensuring full cooperation of employees under his/her supervision with EEO office officials such as EEO Comissions, EEO Investigators, etc.?	h alloc vate ei	perceived or real, raised by employees and following-up with appropriate usion in the workplace?	Resolving problems/disagreements and other conflicts in their respective work environments as they arise?	Are managers and supervisors avaluated on their commitment to DON EEO policies and principles, such	DON EEO policy is vigorously enforced by senfor management.
Messure has been has been	×	×	X									X	Measure has been met Yes No
For all namet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	RA policy and procedures is included in EEO manager/supervisory training.	Policy and procedures for RA disseminated during orientation of new employees/supervisors, employee/supervisor EEO training and is included on the NAVFAC web page as an approved Business Management System (BMS).											For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H

			current reporting period and submit the resultant status report for incorporation into the command's report?
	-	×	13. For major command response only. Did all subordinate activities accomplish an annual assessment for the
EE00)			
Management Officer (for the	-20°E		its accomplishment and the resultant status report?
Emall sent from Chief	****	da Que	command's armual assessment of its EEO program, to include the identification of roles and responsibilities for
Attachment 2. 6 September 2013.		×	12. For major command response only. D id the EEOO issue a memorandum announcing the start of the
Processing the second s			

Essential Element B: INTEGRATION OF EEO INTO THE COMMAND'S/ACTIVITY'S STRATEGIC MISSION
Requires that the Command/Activity EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of its
policies, procedures or practices and supports the strategic mission.

Compliance Indicator	The EEO Program structure provides the CDEEOO with appropriate	Measure has been	For all unmet measures, provide a brief explanation in the space
	entities and entities are expensive and the second section of the second second second in the second	Var No	EFOC FORM 715-01 PART H
The state of the s		ŀ	
14. For major command respondenced?	14. For major command response thely. Are the duties and responsibilities of EEO practitioners clearly defined?	X	And the second s
15. For major command response only. Do the EEO practicarty out the duties and responsibilities of their positions?	stiloners have the knowledge, skills, and abilities to	X	
16. For major command response of structure for EEO programs?	16. For major command response only. Are there organizational charts that clearly define the reporting structure for EBO programs?	X	
17. Does the EEO Office work other appropriate stakeholders	17. Does the EEO Office work collaboratively with Human Resources, supervisors/managers, counsel and other appropriate stakeholders to effectively earry out a successful EEO Program?	x	
Compliance Indicator	The CDEEOO/DEEOO and other EEO professional staff responsible for EEO programs have regular and effective means of informing the commandiactivity head and senior management officials of the status of	Messure has been met	For all unmet measures, provide a brief explanation in the space
Меазится	EEO programs and are involved in, and consulted on, management/personnel netions.	Yes No	BEOC FORM 715-01 PART H
18. Does the CDEEOO/DEEO management officials of the eff program?	18. Does the CDEEOO/DEEOO have a regular and effective means of informing the EEOO and other top management officials of the effectiveness, efficiency and legal compliance of the command wactivity's EEO program?	×	The CDEEOO has routine meetings to discuss complaint status, EEO, programs, MD-715
			and other related programs/issues with the EEOO and office scalor leadership (TF Director, CMO and ED)

	 People With Disabilities Program Manager, Selective Placement Program for Individuals With Disabilities Section 501 of the Rehabilitation Act, Title 5 U.S.C. Subpart B, Chapter 31, Subshapter 1-3102, 5 CFR 213-3102(t) and (u); 5 CFR 315, 799 	 Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204 	 Federal Women's Program - 5 [U.S.C. 720]; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720,204 	26. Are statutory/regulatory EEO felated Special Emphesis Programs sufficiently staffed?	25. Does the command/activity have sufficient resources to ensure that command/activity self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?	24. Does the command/activity provide sufficient resources and budget to ensure implementation of EEO action plans to improve EEO program efficiency and/or climinate identified barriers to the realization of equality of apportunity?	Compliance Indicator The command/activity has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation, Measures	23. Is the CDEEOO/DEEOO included in the command's factivity's strategic planning, especially the human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the command's factivity's strategic mission?	22. Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.162(b)(3)]	21. Does the command/activity crisider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions such as re-organizations and re-alignments?	20. Are EEO program officials present during command/activity deliberations prior to decisions regarding strategic workforce planning and recruitment, succession planning, selections for training/career development opportunities, and other workforce changes?	EEO report, including an assessment of the performance of the command/activity in each of the six elements of the model EEO program and a report on their progress in completing its barrier analysis, including any barriers it identified and/or eliminated or of which it reduced the impact?	19. Following submission of the MD-715 for the current reporting period, did the CDEECO/DEECO present to the EEOO and other senior of the list in a fine and other senior of the lead to the lead of t
×	×	X	X	×	×	×	Measure has been net Yes No	х	×	×	×	×	×
							For all unniet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-91 PART H						

		355E	
		R?	• To participate in ADR?
		In the EEO discrimination complaint process?	In the EEO discriminat
		To provide disability accommodations in accordance with the DON's written procedures?	 To provide disability at
		accommodations?	 To provide religious accommodations?
		For ensuring a workplace that is free from all forms of discrimination, including harnssment and retailation?	 For ensuring a workplangure retaliation?
	×	33. Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:	33. Is there sufficient fundi their EEO responsibilities:
	×	32. Is there sufficient funding to chaure that all employees have access to training and information in compliance with the Rehabilitation Act?	32. Is there sufficient funding to chare compliance with the Rehabilitation Act?
	×	31. Is the HEO Program allocated sufficient resources to train all employees on all HEO Programs, including administrative and judicial remedial procedures available to employees?	31. Is the EBO Program all administrative and judicial
	×	 Is furthing available for publication and distribution of EEO materials (e.g., harassment policies, EEO posters, reasonable accommodations procedures, etc.)? 	30. Is furiding available for posters, reasonable account
	X	29. Is afficial time granted to all cipployees to utilize, when desired, all EEO programs, including the discrimination complaint processing program, ADR, and to make a request for reasonable accommodation?	29. Is official time granted discrimination complaint pr
	××	28. Are there sufficient resources to enable the command/activity to conduct a thorough barrier analysis of its workforce and its employment practices, polices and procedures?	28. Are there sufficient res workforce and its employm
EEOC FORM 715-01 PART H	Yes No		Measures
For all unmet measures, provide a brief explanation in the space below or complete and attach an	Measure has been met	The command/activity has committed sufficient budget to support the success of its EEO Programs.	Compliance Indicator

Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY
This element requires the EEOO to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the DON's EEO

Program and Plan.

gement/supervisory X EEOC FORM 715-01 PART H EEOC FORM 715-01 PART H Yes No The CDEEOO has routine status, EEO, programs, MD-715 and other related	
Yes No	
Yes No	
Yes No	otherats by Etc.) program officials/
Yes No	34. Are regular (monthly/quarterly/semi-annually) EBO updates provided to senior management/supervisory
been met	Меазигся
been met	supervisor's area or responsibility.
	indicator managers/supervisors about the status of EEO programs within each manager's or
sistance to Measure has a brief explanation in the space	*
For all unmet measures, provide	

-						
						Director, CMO and ED).
	35. Do EEO prop appropriate mana Officer?	gers to include G	35. Do EEO program officials develop and implement EEO Plans, to include barrier analysis efforts, with all appropriate managers to include Counsel, Human Resource Officials, Finance, and the Chief Information Officer?	×		
ates	Compliance	The Human R	The Human Resources Director and the CDEEOO/DEEOO meet regularly to assess	твеэМ	sure has	For all namet measures, provide a brief explanation in the space
	Indicator	whether pe	whether personnel programs, policies, and procedures are in conformity with	been	an met	below or complete and attach an
-		instructions con	instructions contained in SEOC management directives. [sec 29 CPR § 1614.102(b)(3)]			EEOC FORM 715-01 PART H
	Measures			Yes	જ	
	36. Have time-tal	oles or schedules	36. Have time-tables or schedules been established and executed for the command/activity to review its Merit	×		Numerous efforts were extended
de a c	Promotion Progra	at Policy and Pro	Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in		-	throughout the year by SEPMs,
w-10-1	branchon opportunities by an gradies	oral me do somin		Nº Para	******	SES Champions, stakeholders,
erec y				···	_	METERS OF SCHOOLS WORKED
<u> Carrière</u>				******	-	of darriers.
*****	37. Have time-tal	iles or schedules	37. Have time-tables or schedules been established and executed for the command/activity to review its	X		Numerous efforts were extended
	Employee Recogn	uition Awards Pro	Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full		25-12-12	throughout the year by SEPMs,
	participation in the program by all groups?	e program by all	groups?			SES Champions, other
		Constitution of the Consti				stakeholder and senior leaders
~~				•	·m.T.	which resulted in an effective
	19 Lloud fine tal			•		
	Employee Develo	oment/Indining	Employee Development/Training Programs for systemic barriers that may be impossible full participation in	>	······································	Memerous chords were extended
	training opportunities by all groups?	ties by all groups				SES Champions, other
.e la.l		100220			,124. (stakeholder and senior leaders
						which resulted in an effective
100						analysis of barriers.
	•			.:		For all unmet measures, provide
	Compliance	When finding	When finding of diverimination over made the resonant desirate explanation whether an	Measure has	Chas	a brief explanation in the space
-/	indicator		not disciplinary actions should be taken.	been met	} **	below or complete and attach an
-						EEUC FORM /JS-01 FARI H
-	MICHARITAS			Yes	3	
1	39. Have all emp	loyees, supervisor	39. Have all employees, supervisors, and managers been informed as to the penalties for being found to	×		
, and	Subchapter 752)?	motory believe	Suboligiter 752)?			
+1	40. Has the comm	and/activity, wh	40. Has the command/activity, when appropriate, disciplined or sanctioned managers/supervisors or	×		
	employees found	o have discrimin	employees found to have discriminated over the past two years?	و		
F						THE PROPERTY OF THE PROPERTY O

	سينو	-Nichard			
	its	42. Does the command/activity review disability accommodation decisions/actions to ensure compliance with	Systems Protection Board, Federall Labor Relations Authority, labor arbitrators, and District Court orders'	41. Does the command/activity promptly (within the established time frame) comply with EEOC, Meril	
	With	달	15	ğ	
	en p	F	3	25 (1)	
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	its written procedures and analyze the information tracked for trends, problems, etc.	actio	9	00	
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Essential Etement D: PROACTIVE PREVENTION
Requires that the command/agtivity make early efforts to provent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.

					(***
		X	to use ADR?	ilcouraged	49. Are all employees encouraged to use ADR?
	No	Yes			Measures
For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	re has	Measure has	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.	The	Compliance Indicator
		X	48. Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?	of the effect sex and dis	48. Are trend analyses of the effects of me by race, national origin, sex and disability
		×	47. Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?	of the work	47. Are trend analyses of sex and disability?
		×	46. Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?	of the worl	46. Are trends analyses disability?
		*	45. Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?	if the work	45. Are trend analyses of disability?
		×	Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?	f workforc	44. Are trend analyses of
		game par conce	Scolor managers implement EEO Action Plans and incorporate the Plan Objectives Into command/activity strategic plans.	plement El	Sonior managers im strategic plans.
) 	When barriers are identified, senior managers develop and implement, with the assistance of the EEO office, command/activity EEO Action Plans to climinate said barriers.	lentified, sa tivity EEQ	 When barriers are in office, command/ar
Nuncerous efforts were extended throughout the year by SEPMs, SES Champions, other stakeholder and senior leaders which resulted in an effective analysis of barriers.		×	43. Do senter managers meet with and assist the CDEEOO/DEEOO and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity as follows?	meel With iers that m	43. Do senior managers the identification of barr follows?
below or complete and attach an REOC FORM 715-01 PART H	Νg	Уg	conducted throughout the year.		Measures
For all unjust measures, provide a brief explanation in the space	sure has en met	Меаян Беен	Analyses to identify and remove unnecessary harriers to employment are	(Intry	Compliance Indicator

	the DON ADR Program?	not involved in the employment dispute, document the reasons for the declination in writing, and forward to	usor/manager declines to participate in the ADR process, does the next level of supervision	
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Essential Element E: Expliciency

Requires that the command/astivity ensure that there are effective systems in place for evaluating the impact and effectiveness of the command's/activity's

BEO Programs as well as an efficient and fair dispute resolution process.

			The order of tellegue; marking regarded on an annual dasts in accoldance with REO MD-110 and DON
	N/A		60. Does the commandactivity institute and ensure that experienced counselors, including contractors, receive
			hours of training required in accordance with REO Management Directive (MD) 110 and DON requirements?
	N/A		59. Does the command/activity regallor and ensure that new counselors, including contractors, receive the 32
	×		58. Does the command/activity utilize collateral duty counselors?
	N/N		57. Does the communicativity held contractors accountable for delay in counseling processing times?
	×		56. Does the command/activity utilize contractors to process pre-complaints?
		×	55. Does the command/activity utilize the information in iComplaints to analyze complaint activity and trends?
	No	Yes	Measures
EEOC FORM 715-01 PART H	реси пъсі	Deca	increase the effectiveness of its EXO Programs.
Ror all unnet measures, provide a brief explanation in the space	surc has	Measu	Compliance The DON has an effective compliant tracking and monitoring system is place to
Attachment 4.			
established in the new			
RA points of contact have been			0
Deana Rasnick is the POC for		×	54. Are 90% of accommodation requests processed within the time frame set forth in the DON procedures for processing reasonable accommodation?
Deans Rasnick.		×	53. Is there a designated RA POC to coordinate or assist with processing requests for disability accommodations in all commands/activities?
		×	52. For major command response only. Have sufficient resources been provided to conduct effective audits of subordinate activity efforts to achiave a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?
		×	51. Does the EEO Office cuploy personnel with adoquate training and experience to conduct the analyses required by MD-715 and these instructions?
EEOC FORM 715-01 PART H	No	Yes	MCDStres cumbation of describe oblines.
a brief explanation in the space	n met	been	The command/activity in
For all unniet measures, provide	Measure has	Measu	Compliance

			XXX VSEEDA. TEMPONOMISSIONINAMISTANINAMISSIONINAMISSIONINAMISSIONINAMISSIONINAMISSIONINAMISSIONI	C
For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	Measure has been met	The command/activity has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Тъе солига	Compliance Indicator
	X	6/. Does the responsible management official directly involved in the dispute have settlement authority?	esponsible managent	6/. Does the t
	×	with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the DON's policy it encouraging mutual resolution of disputes at the lowest possible level and the banefits associated with utilizing ADR?	ommanuectivity re i C.F.R. Part (614) sputes at the lowest	with EBOC (2)
	Yes No			Michalines
For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	Measure has been met	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the command/activity EEO complaint processing program.		Compliance Indicator
	Þ¢	65. Does the commanductivity ensure timely compliance with EEOC AJ decisions that are fully implemented by DON and are not the subject of an appeal?	65. Does the command/activity ensure timely by DON and are not the subject of an appeal?	by DON and a
	×	When a settlement agreement its entered into, does the command/activity timely complete any obligations vided for in such agreements?	provided for in such agreements?	provided for it
	×	ns. When a complannant requests a hearing, does the command/activity immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?	implainant requests the EEOC AJ forward	request from t
processing time frames in KY 14.				77
CNIC HRO/EEO offices resulting in insufficient resources to ensure timely processing of complaints. A Complaint Managers position was authorized August FY 13 and this authorization/addition is expected to improve				
For the majority of the FY	×	isure that investigations are completed within the applicable prescribed time	command/activity en	62. Does the
	X	61. Does the command/activity provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?	command/activity pr in the EBO process	61. Does the responsibilitie
	Yes No	Rease note that responses in this section will be verified by the information in iComplaints)		Measures
Fat all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	Measure has been met	the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.	<u> </u>	Compliance Indicator
				reduttentations.
V.VII.				

		×	75. If applicable, are processing time trames incorporated for the legal counsel's sufficiency review for limely processing of discrimination complaints?
		×	74. Does the command/activity discrimination complaint process ansure a neutral adjudication function?
		×	73. Are legal sufficiency reviews of BEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in discrimination complaints?
	N ₀	Yes	Measures
For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H	sure has en met	Measure has been met	Compliance The commendactivity ensures that the investigation and adjudication function of its indicator complaint resolution process are separate from its legal defease arm or other offices with conflicting or competing interests,
couldn't be conducted.			
There were inherent flaws in the raw applicant data that was	×		72. Does the command/activity thick recruitment efforts and unalyze efforts to identify potential barriers in accordance with MD-715 and DON standards?
		×	71. Does the command/activity lifentify and monitor significant trends in discrimination complaint processing to determine whether the command/activity is meeting its obligations under Title VII and the Rehabilitation Act?
		X	70. Does the command activity EEO program address all of the laws enforced by the EEOC?
		×	69. Does the commendiactivity EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the DON?
		х	68. Does the command/activity provide reasonable resources for the discrimination complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?
	N _O	Υes	Measures

Eseguial Element F: RESPONSIVENESS AND LEGAL COMPLIANCE

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h been met Yes No X Measure has he been met No	I to the agency's status report			
h been met Yes No X Measure has been met hits Yes No	EEOC FORM 7		;;	its compliance report to EEOC OFO within 30 days of such completion,
h been met Yes No X Measure has been met	below or complet	Z	¥ 3	Measures command activity timely completes all ordered corrective action and submits
h been met Yes No	a brief explanatio	ure ins	Measi	Compliance indicator The command sactivity's system of management controls ensures that the
h been met Yes No			×	76. Does the command/activity have a system of management control to ensure that management officials timely comply with any orders or directives issued by BEOC Administrative Judges?
Command/Activity personnel are accountable for timely compliance with been met orders issued by EEOC Administrative Judges. Yes No	EEOC FORM 71			
Command/Activity personnel are accountable for timely compliance with been met	holow or complet	Z	Yes	Measures orders usued by EEOC Administrative Judges,
Trus die lies	4	100	laaq	Compliance indicator Command/Activity personnel are accountable for timely compliance with

NAMES AND ADDRESS OF THE PARTY
78. Does the commandate/sity ingle; butted completion reports to EDOC CPG within 5 days of X 78. Does the commandate/sity ingle; butted completion reports to EDOC CPG within 5 days of X completion? If not able to immediate with interest protects and ordered corrective action, does the commandate/sity completion? X completion? If not able to immediately complete all ordered corrective action, does the commandately include the completion of the completion o			The state of the last of the l	Age of the first of the first of the first of the community of the first of the fir
competition? If this abid to immediately complete all indexed corrective action, does the command/activity inhinit interim gatast reports every?10 days until all corrective action, dest the command/activity inhinit interim gatast reports every?10 days until all corrective action, dest the command/activity inhinit interim gatast reports every?10 days until all corrective action, dest the command/activity inhinition of actions required to comply with orders of EEOC. Command/activity promptly provide to the NA/OEEMA and EEOC the following command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the complete of the command of actions of the same of the command/activity promptly provide to the NA/OEEMA and EEOC the following of the complete print-outs or payrotil documents outlining gasses back pay and interest, copy of the action and promptle official stating the dollar amount and the criteria used to calculate the amount of the command active the complete command of the control of the command active statement by an appropriate official confirming that specific persons or groups of persons attended training on a date certain? Personal Actional Activity of the monitor of learn ocomplaint achooved ging revergit from the OCI train of the Color of the confirming that specific persons of persons attended training on a date certain? Personal Activity of the color ocomplaint achooved ging revergit from the OCI train activity of the color of the color	78. These the command/activity timely process (within 150 days) all ordered relief by EEOC or DON?	×		
Compilance Indicator Command/Activity personnel are accountable for the timely completion of Measures Sections required to comply with orders of EEOC. Personnel activity personnel are accountable for the timely completion of Actions required to comply with orders of EEOC. Yes No 10. Does the command/activity promptly provide to the NAVOSCMA and EEOC the following Commension for completing	completion? If not able to immediately complete all ordered corrective action, does the command activity			
Measures actions required to comply with refers of EEOC. Measures actions required to comply with orders of EEOC. Yes No 9. Is compliance with EEOC orders encompassed in the performance stindards of any commandinativity mileyses? Onces the commandiactivity plumpity provide to the NAVOECMA and EEOC the following contentation for completing compliance, as it applies, such as: Atterney Fees: Qory of cheek; sused for attorney fees and for a narrative statement by an appropriate official, or payment order dating the dollar amount of attorney fees paid? Awards: A narrative statement by an appropriate official stating the dollar amount and the criteria used to calculate the swent? Back Pay and interest: Comprise print-outs or payroli documents outlining gross back pay and interest, copy of any checks issued, naturalive statement by an appropriate official confirming that specific persons or groups of payrols and advidence of feaviers in mide? Training: Attendance roster of training sassion(s) or a narrative statement by an appropriate official confirming that specific persons or groups of payrols, the mining of Notice of Volation (Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available. Supplemental Investigation: I Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2, Copy of ferier to complainant acknowledging receipt from EEOC of transmitted letter). Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing. Festivation of Lever: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explaination or statement. Settlement Agence parts: Sign64 and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.	Compliance Indicator		-	ell annet measures, provide
9. Is compilated with EEOC orders encompassed in the performance standards of any command/activity plumpity provide to the NAVOECMA and EEOC the following Attorney Fees: Copy of check issued for attorney fees and for a narrative statement by an appropriate official, or payment order dating the dollar amount of attorney fees paid? Awads: A narrative statement by an appropriate official stating the dollar amount and the criteria used to calculate the award? Awads: A narrative statement by an appropriate official stating the dollar amount and the criteria used to calculate the award? Back Pay and interest: Compiler print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, na mixture statement by an appropriate official fortil monies paid? Compensatory Darrages: The final agency decision and evidence of payment, if mode? Training: Attendance roses at braining session(s) or a narrative statement by an appropriate official confirming that specific persons of promotion, Haring, Reassignment); Copies of SF-20s Personnel Actions (e.g., Reindehenent, Promotion, Haring, Reassignment); Copies of SF-20s Parting of Notice of Violation (Original signed and dated outce preference). Parting of Notice of Violation (Original signed and dated outce preference) for the motice was posted. A copy of the notice will suffice if the original is not available. Supplemental Investigation: Il Copy of letter to complainant acknowledging respiration (not the ROI transmital letter). Final Agency Decision (FAD) FAD or copy of the complainant's request for a fivestigation (not the ROI transmital letter). Final Agency Decision (FAD) FAD or copy of the complainant's request for a favering. Final Agency Decision (FAD) FAD or copy of the complainant's request for a favering. Final Agency Decision (FAD) FAD or copy of the complainant's request for a favering. Final Agency Decision (FaD) FAD or copy of the complainant's request for a favering. Final Agency Decision of the resistance of the face		Уел		w or complete and attach an C FORM 715-01 PART H
O. Does the command/activity plumptly provide to the NAVOECMA and EEOC the following commentation for completing combinance, as it applies, such as: Automety Fees: Copy of check issued for attorney fees and for a narrative statement by an appropriate official or payment order datility the dollar amount of attorney fees paid? Awards: A narrative statement by an appropriate official stating the dollar amount and the criteria used to calculate the award? Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, najmilive statement by an appropriate official of foral mondes paid? Compensatory Damages: The final agency decision and evidence of payment, if made? Training: Attendance rosts at fraining session(s) or a narrative statement by an appropriate official confirming that specific persons or groups of persons attended raining on a date certain? Personnel Actions (e.g., Reindintenient, Promotion, Hiring, Reassignment): Copies of SF-50s Posting of Voice of Violation Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available. Supplemental Investigation: 1 Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request for a hearing. Final Agency Decision (FAD) FAD or copy of the complainant's request for a hearing. Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement. Civil Actions: A complete copy of the civil action complainant demonstrating same issues raised as in complaine matter. Septement Agreements: Signég and dated aprement with specific dollar amounts, if applicable. Also, appropriate documentation of feel of the civil action complained with specific dollar amounts, if	79. Is compliance with EEOC orders encompassed in the performance standards of any command/active employees?			
	80. Does the command/activity promptly provide to the NAVOECMA and EEOC the following documentation for completing compliance, as it applies, such as:	×	:	
	 Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate official, or payment order dating the dollar amount of attorney fees paid? 			
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	k	not,		
 Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided. 				
	 Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable, Al annuariate documents him of the life is provided. 	1		



EEO Program Status Report

FY 2013 & FY 2014

Parth

EEOC FORM 715-01 PART H - 1	FEE	ployment Opportunity Commission DERAL AGENCY ANNUAL ROGRAM STATUS REPORT
Naval Facilities	Engineering Command	F
STATEMENT OF MODEL PROGESSENTIAL ELEMENT	RAM Program. We will continue through the consistent exe	ake significant progress in aligning our EEO e the momentum to move our program forward cution of established policies and processes at a other enhance the DON SEO Program, adjustment
DEFICIENCY:	will be made to existing p	oficies and processes, as required and new ones ed. In FY 2013, the following program deficien
	Essential Element E: Effic	iency
		nt completed within the applicable prescribed tin HRO are at COL Level 4 and IRD.
	efficient and successful op 1614.102(a((1) are not pro	the discrimination complaint process to ensure eration in accordance with 29 C.F.R. ovided because NAVFAC is serviced by local Cls a COL Level 4 resulting in insufficient resources of complaints.
	identify potential barriers because applicant flow da	e analysis of those efforts have not been tracked in accordance with MD-715 and DON standard ta has not been available. The Office of Person tool which is DON's interim recruitment soluti track applicant flow data.
OBJECTIVE:	enterprise in April 2013 w responsibility for the estab Program at the Command is more streamlined with t major commands, ensurin	on of a new EEO service delivery model across thich will give the EEO Officers (EEOO) total dishment and maintenance of a Model EEO or Activity level. This new service delivery modes service providers owned by their respective g alignment and accountability of the command
RESPONSIBLE	program. Commanders and Comma	nding Officers, CDEEOOs, DEEOOs, other Se
OFFICIAL:		Resources and Programs (PRP) Manager, and

DATE OBJECTIVE INITIATED:	August, 2011
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September, 2013
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	1. Provide oversight direction and guidance and hold commands accountable for the effective management of their EEO program and for ensuing that investigations are completed within the applicable prescribed time frames. 2. Issue EEO Program score cards to commands based on FY 13 program efforts and annual program status report submissions. 3. Conduct on-site validation visits. 4. Require commands to provide documentation that they have conducted a thorough analysis of applicant flow data when it becomes deployed in FY 13 through the USA staffing tool to identify potential barriers.

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE NAVFAC oversaw the implementation of the new EEO service delivery model across the enterprise which gave EEO Officers (EEOO) total responsibility for the establishment and maintenance of a model EEO program at the command or activity level. NAVFAC was responsible for providing the oversight, direction and guidance for the new HRO delivery system and provided recommendations regarding necessary training requirements to ensure EEO professionals possessed the necessary skills and abilities to perform the duties of their positions. NAVFAC HQ EEO also conducted monthly conference calls with all the DEEO's across the enterprise to address concerns. to disseminate information, and to discuss relevant program initiatives and strategies, barrier analysis, special emphasis programs, complaints processing, reasonable accommodation, alternative dispute resolution, polices, affirmative employment and the management directive, etc. NAVFAC HO EEO developed a NAVFAC EEO Community Management Plan which was signed by the Chief Management Officer and was disseminated to the NAVFAC enterprise. This plan identified competencies and core courses to assist in the development of an EEO workforce equipped with the tools necessary to implement an effective and model EEO program within NAVFAC, Department of the Navy and the Federal government. NAVFAC HQ EEO also developed an EEO/Diversity Strategic Action Plan which was designed to lead the effort in developing policies and programs that ensure equal employment opportunity (EEO), promote inclusiveness, and foster a culture that values diversity and empowers individuals in the workforce. NAVFAC HQ also received the authorization to establish and fill a Complaints Manager position.

The above mentioned planned activities are complete and considered closed.

Planned activities (4) to be continued in FY 14 include 1. Establishing EEO Program score cards to NAVFAC commands based on program efforts and annual program status report submissions beginning in FY 15. This was changed from FY 13 to FY 15 to allow EEO programs more time to fully establish themselves as model EEO programs. 2. Ensuring that complaints processing is completed within the applicable prescribed time frames. See NAVFAC's FY 2014 Part H-1(Complaints) for details. The new Complaints Manager position will be responsible for addressing the critical need to improve timeliness of NAVFAC's complaints processing. 3. On-site validation/assist visits have been scheduled for FY 14. One site (Southeast) and one assist (EXWC) visits were conducted during the FY 13. 4. The requirement to have commands provide documentation that they have conducted a thorough analysis of applicant flow data to identify potential barriers is continued in FY 14.

EEOC FORM 715-01 PART H	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
NAVFAC	FY 2014 PLAN H-1 (Complaints)	
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	The Naval Facilities Engineering Command (NAVFAC) in untimely in completing investigations. The focus for the NAVFAC will be on improving the quality and timely processing of pre-complaints and formal complaints. This plan provides direction to the NAVFAC Facilities Engineering Commands (FECs) on improving their efforts in this measure.	
	Securial Element E: Efficiency Most FECs are not routinely meeting the regulatory timeframes for informal and formal complaints processing in accordance with 29 Code of Federal Regulations (CFR) §1614, the Equal Employment Opportunity Commission (EEOC) Management Directive (MD) 110 and DON Policy and guidance.	
OBJECTIVES:	a. Gomplaint Processing – Ensure that, at a minimum, 90% of precomplaint Processing – Ensure that, at a minimum, 90% of precomplaint processing – Ensure that, at a minimum, 90% of formal cases are processed in accordance with all regulatory requirements. Specific issuances to be monitored for timeliness are: Notice of Receipt of Formal Complaint, Receipt of EEO Counselor's Report, Accept/Dismiss Letter, Requests for Investigation, and Completion of Investigation. b. Enhance/support EEO practitioner development through targeted training events and updated policy guidance and job aides.	
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer, (CDEEOO), Deputy EEO Officers (DEEOO), EEO Practitioners, Agency Representatives at the command/activity levels	
DATE OBJECTIVE INITIATED:	1 October 2013	
TARGET DATE FOR COMPLETION OF OBJECTIVES:	30 September 2014	
PLANNED ACTIVIT	IES TOWARD COMPLETION OF OBJECTIVES: TARGET DATE (Must be specific)	

	To ensure that, at least, 90% of pre-complaint and formal processing are conducted within the regulatory timeframes, commands must: a. Comply with NAVFAC and DON policy and regulatory guidance on complaints processing in addition to the 29 CFR §1614 and EEOC	30 September 2014 (specific action officers identified with individual planned activities)		
	b. Implement NAVFAC prescribed standard performance objectives requiring timely processing for all EEO practitioners responsible for processing complaints.	ente nitre escara, car le apertea questimare el ca		
	 c. Ensure all FECs participate in DON training requirements for practitioners. d. Conduct periodic reviews, in coordination with Agency representatives, of cases to determine the potential for resolution. 			
**************************************	Review iComplaints database information on, at a minimum, on a monthly basis and monitor EEO office's compliance with NAVFAC and DON requirements for accuracy of data entry. Action: CDEEOO, DEEOOs, EEO practitioners, Agency Representatives at			
1	the NAVFAC FECs will brief the NAVFAC CDEEOO on the status of their complaints processing. Action: DEEOOs	30 June 2014 (specific action officers identified with individual planned activities)		
~ ************************************	For EEO practitioner development, the NAVFAC will conduct sustainment training focusing on improving efficiency and compliance with regulatory guidance in accordance with needs as determined by the FECs.	30 September 2014 (specific action officers identified with individual		
	Action: NAVFAC CDEEOO	planned activities)		
>	Disseminate DON Discrimination Complaint Processing to the FECs.	30 September 2014		
	Action: NAVFAC CDEEOO			
Ŀ	REPORT OF ACCOMPLISHMENTS/STATUS OF and/or MODIFICATIONS TO OBJECTIVE:			



EEO Program Status Report

FY 2013 & FY 2014

Part

EEOC FORM
715-01
PART I -1

Naval Facilities Engineering Command STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: The disparity between Hispanic men and women, African American Females, and Females in NAVFAC civilian workforce and the civilian labor force (CLF) is significant. Females: 24.96% (CLF: 46.80%) African American Females: 3.61% (CLF: 5.70%) Hispanic Males: 3.94% (CLF: 6.20%) Hispanic Females: 1.78% (CLF: 4.5%) BARRIER ANALYSIS: Reviewed workforce statistics Reviewed recruitment statistics Reviewed complaint statistics	The disparity between Hispanic men and women, African American Females, and Females in NAVFAC civilian workforce and the civilian labor force (CLF) is significant. Females: 24.96% (CLF: 46.80%) African American Females: 3.61% (CLF: 5.70%) Hispanic Males: 3.94% (CLF: 6.20%) Hispanic Females: 1.78% (CLF: 4.5%) Reviewed workforce statistics Reviewed recruitment statistics	PART I-1	EEO PRO	OGRAM STATUS REPORT
African American Females, and Females in NAVFAC civilian workforce and the civilian labor force (CLF) is significant. Females: 24.96% (CLF: 46.80%) African American Females: 3.61% (CLF: 5.70%) Hispanic Males: 3.94% (CLF: 6.20%) Hispanic Females: 1.78% (CLF: 4.5%) BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	African American Females, and Females in NAVFAC civilian workforce and the civilian labor force (CLF) is significant. Females: 24.96% (CLF: 46.80%) African American Females: 3.61% (CLF: 5.70%) Hispanic Males: 3.94% (CLF: 6.20%) Hispanic Females: 1,78% (CLF: 4.5%) BARRIER ANALYSIS: Reviewed workforce statistics Reviewed recruitment statistics Reviewed complaint statistics Reviewed complaint statistics Over the last several years, NAVFAC has reported a consistent trend showing a low participation rate of Hispanic males and females in their appropriated fund workforce. This same trigger is consistent at the DON level. A review of FY 2012 Table A6 indicates a low participation rate of Hispanic males in all major occupations. Based on a review of Table A4, some commands also reported a trigger for a potential barrier, with respect to the career progression of	laval Facilities En	gineering Command	FY 2013
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition. Reviewed workforce statistics Reviewed recruitment statistics Reviewed complaint statistics	Reviewed workforce statistics Reviewed complaint statistics Reviewed complaint statistics Reviewed complaint statistics Reviewed complaint statistics Over the last several years, NAVFAC has reported a consistent trend showing a low participation rate of Hispanic males and females in their appropriated fund workforce. This same trigger is consistent at the DON level. A review of FY 2012 Table A6 indicates a low participation rate of Hispanic males in all major occupations. Based on a review of Table A4, some commands also reported a trigger for a potential barrier, with respect to the career progression of			African American Females, and Females in NAVFAC civilian workforce and the civilian labor force (CLF) is significant. Females: 24.96% (CLF-46.80%) African American Females: 3.61% (CLF: 5.70%) Hispanic Males: 3.94% (CLF: 6.20%)
	Over the last several years, NAVFAC has reported a consistent trend showing a low participation rate of Hispanic males and females in their appropriated fund workforce. This same trigger is consistent at the DON level. A review of FY 2012 Table A6 indicates a low participation rate of Hispanic males in all major occupations. Based on a review of Table A4, some commands also reported a trigger for a potential barrier, with respect to the career progression of	Provide a description	on of the steps taken and data	Reviewed recruitment statistics Reviewed complaint statistics
analysis yet they still experience difficulty in determining their next steps in the barrier analysis procedure or practice that has been determined to		State the alternative procedure or practi	ce to be implemented to correct	Provide commands with a framework for conducting a more in-depth investigation to uncover the underlying cause(s) of triggers to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of Hispanic males and females in the NAVFAC workforce:
analysis yet they still experience difficulty in determining their next steps in the barrier analysis process. FY 2013 planned activities will continue our focus on more in-depth barrier analysis efforts at the echelon III and IV levels. We expect that these planned activities will result in the identification of any/all specific barriers in agency policies, practices and procedures and the development of effective barrier elimination plans. DBJECTIVE: Provide commands with a framework for conducting a more in-depth investigation to uncover the underlying cause(s) of triggers to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of Hispanic males and	a more in-depth investigation to uncover the underlying cause(s) of triggers to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of Hispanic males and	RESPONSIBLE OF	FF(CIAL:	Commanders, Commanding Officers, CDEEOO, DEOOs, PRP Managers, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.
analysis yet they still experience difficulty in determining their next steps in the barrier analysis procedure or practice that has been determined to be the barrier of the undesired condition. analysis yet they still experience difficulty in determining their next steps in the barrier analysis process. FY 2013 planned activities will continue our focus on more in-depth barrier analysis efforts at the echelon III and IV levels. We expect that these planned activities will result in the identification of any/all specific barriers in agency policies, practices and procedures and the development of effective barrier elimination plans. Provide commands with a framework for conducting a more in-depth investigation to uncover the underlying cause(s) of friggers to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of Hispanic males and females in the NAVFAC workforce. RESPONSIBLE OFFICIAL: Commanders, Commanding Officers, CDEECO, DECOS, PRP Managers, hiring officials, supervisors and managers, senior level managers involved in	a more in-depth investigation to uncover the underlying cause(s) of triggers to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of Hispanic males and females in the NAVFAC workforce. RESPONSIBLE OFFICIAL: Commanders, Commanding Officers, CDEEOO, DEOOs, PRP Managers, hiring officials, supervisors and managers, senior level managers involved in			

DATE OBJECTIVE INITIATED:	1 February, 2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2013

EEOC FORM 715-01 PART I - 1	EEO Plan To Eliminate Identified I	Barrier	
PLANNED AGTIVI	TIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
of their analysis of the the majority of their these same groups.	ommands will conduct and report the results ne occupational group data that comprises workforce against the OCLF of Hispanics in Responsible Official: CDEEOOs, DEEOOs, and managers, senior level managers nalysis efforts.	July 31, 2013	
of their analysis of m participation of Hispa DEEOOs, PRP Man	ornmands will conduct and report the results najor occupation data where there is a low anic male and females. Responsible Official: agers, HROs, supervisors and managers, rs involved in barrier analysis efforts.	July 31, 2013	
their recruitment and (includes, but is not jwhere, how, results authorities used, sel report findings and o process (to include t	ommands will conduct a thorough review of hiring practices, policies and procedures limited, to a review of recruitment efforts, etc.], how positions are advertised, hiring ection factors, area of consideration, etc.), lescribe their next steps in the analysis he identification of the specific barrier(s) and ctive barrier elimination plans).	September 30, 2013	200 100
examination of prom (includes, but is not advertised, criteria for consideration, hiring any barriers that ma group(s); report finding analysis process (fo	ommands will conduct a thorough notion policies, practices and procedures limited, to a review of how positions are or promotion, selection factors, area of authorities, etc.) to determine if there are y be impeding the career progression of anyings; and describe their next steps in the include the identification of the specific opment of effective barrier elimination plans).	September 30, 2013	
accessions and sepa	ommands will conduct trend analyses of arations by ERI/gender/disability; report be next steps in the analysis process (to	September 30, 2013	l (
L		<u>L </u>	1 1

include the identification of the specific barrier(s) and development of effective barrier elimination plans).

Note: The blue text immediately below each planned activity is the report of accomplishments for activities identified for execution in FY 2013.

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

During FY 2013 NAVFAC headquarters staff; to include SEPMs, SES Champions, supervisors, managers, senior leadership and other relevant stakeholders conducted an in-depth and comprehensive analysis of their workforce throughout the FY to identify specific barriers and or deficiencies in agency policies and procedures and employment practices that limit equality of opportunity for any or all groups within the organization.

In FY 2012 Hispanic's represented 5.7% of the total workforce as compared to the 2000 Civilian Labor Force (CLF) of 10.7%. 57% of the NAVFAC Hispanic workforce is located in NAVFAC Southwest (SW) and NAVFAC Engineering & Expeditionary Warfare Center (EXWC) which is consistent with Census and Department of Labor statistics which indicates that the largest Hispanic population is in the west (California) and southern regions (Texas and Florida). Hispanic females were participating below the Occupational Civilian Labor Force (OCLF) in the following occupations: general engineering, engineering technician, civil engineering and contract surveillance. Hispanic males were participating below the OCLF in architect, engineering technician, contract and IT specialists and surveillance occupational categories. Hispanic males participate above the OCLF in mechanical and civil engineering, general engineer and environmental engineer occupations. Hispanic females participate above the OCLF in mechanical engineer, environmental engineer, IT specialist, architect and contract specialist positions.

In FY 2012 officials and managers, craft workers and professionals were the top three occupational categories. 33% are in the officials and managers category, followed by craft workers at 25% and professionals at 24%.

Commands indicated that their outreach and recruitment strategy was insufficient to attract a more diverse workforce. To increase the diversity of the workforce a recruiting initiative for FY 2013 and out years was established. To achieve optimum success, all job fairs scheduled are based on identified areas of low participation as reported by the Navy Systems Commands (SYSCOMs) EEO offices. Multiple areas of low participation will be the focus of this new strategic recruitment initiative. Triggers of continuing low participation have been documented for Hispanics (Males and Females), African Americans (Male and Females), and Asians (Males and Females) and IWTDs at the majority of NAVFAC sites.

Historically, SYSCOMs have utilized the traditional methods of independently managing its civilian corporate recruiting and partnerships with diversity focused organizations.

However most recently the SYSCOMs desire to optimize resources and effectiveness of corporate partnerships throughout the Department of the Navy (DON) resulted in a formal partnership with NAVFAC, NAVAIR, NAVSEA, and SPAWAR which was implemented in third quarter FY 2013. Navy senior leadership endorsed the Diversity, Recruiting and Affinity Group Partnership. A charter was also developed and signed by NAVFAC, NAVAIR, NAVSEA and SPAWAR Executive Directors. The SYSCOM partnership has many benefits, among them, the following: provides cost savings to the Navy, offers opportunities for engaging with additional affinity groups, strengthens, streamlines, and integrates Navy civilian recruiting presence, engages potential talent across a mix of technological platforms and delivers innovative sourcing for potential talent.

The partnership established a working group, which is composed of representatives from all four of the participating Commands. The working group meets weekly to plan and execute recruiting strategies and plan events for the DON. Each partnership event requires four main roles which are: The working group member POC, the SYSCOM event lead, the on-site event lead, and the recruiter. The roles and responsibilities are clearly outlined for each of the positions, and recruiter training is also provided for everyone who will be participating in a SYSCOM partnership event before they can attend.

Due to continuing fiscal uncertainty, the DON issued a hiring freeze in January 2013, which put a hold on the majority of the hiring actions, while the Commands took a closer look at their budgets. The majority of commands reported that the NAVFAC hiring freeze, sequestration, and the "NAVFAC First" policy, which only authorizes current NAVFAC employees to be hired, coupled with a low turnover/attrition rate, causes limited opportunities for low participation groups to apply for jobs within NAVFAC. NAVFAC also does not have access to substantive applicant flow data to conduct an accurate barrier analysis. Without adequate applicant flow data, commands reported that they did not have enough information to determine if low participation groups were applying for NAVFAC positions or if they were getting referred, interviewed and selected for NAVFAC positions.

NAVFAC HQ briefed and disseminated their barrier analysis efforts and conclusions to the Business Management Board (BMB). The BMB is the decision making board that leads the coordination, integration, and management of NAVFAC Business and support lines; provides direction and oversight of programs, policies, and initiatives that support NAVFAC's workforce; and assists the CIO in the prioritization, planning, programming, budgeting, and execution of IT projects within NAVFAC.

The majority of commands also reported that as a result of the new EEO/HRO service delivery model many of them lacked the competencies to conduct an effective barrier analysis. This will be addressed in NAVFAC's FY 2014 Part I.

Females comprise 24.9% of the NAVFAC workforce compared to the 2000 CLF rate of 46.8%. Females participated below the OCLF in contract surveillance (30.9% as compared to the OCLF of 56.6%) and engineering technician (7.5% as compared to the OCLF of 19.1%). Females participated above the OCLF in program analyst, general engineer, architect, mechanical engineer, and environmental engineer occupations. NAVFAC African American female's participation rate of 3.6% is below the CLF of 5.7%.

African American females participated below the OCLF in the following occupations: engineering technician (.5% as compared to the OCLF of 2.2%), and contract surveillance (4.7% as compared to the OCLF of 7.8%). Commands indicated that many of the same barriers and or deficiencies in agency policies and procedures and employment practices that limit equality of opportunity for Hispanic males and females were similar for females and African American females; ineffective outreach and recruitment strategy, hiring freeze, NAVFAC 1st policy, sequestration and the lack of adequate applicant flow data and a lack of competencies to conduct an effective barrier analysis as a result of the transition to the new EEO/HRO service delivery model.

NAVEAC commands are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in-depth investigation; others are at the initial stages of execution of their planned activities, while some commands have already identified a potential barrier and are in various stages in their barrier elimination efforts.

NAVFAC commands are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in-depth investigation; others are at the initial stages of execution of their planned activities, while some commands have aiready identified a potential barrier and are in various stages in their barrier elimination efforts.

With a few modifications, this effort will continue in FY 2014. See NAVFAC's FY 2014 PART I and Part J FY 2013 & 2014 for details.

FORM FEDE		oloyment Opportunity Commission RAL AGENCY ANNUAL OGRAM STATUS REPORT
Naval Facilit	les Engineering Command	FY 2013
	T OF CONDITION THAT GGER FOR A POTENTIAL	Low participation rates for Females, Hispanics, African Americans, Asians and IWTD in senior level positions, Executive/Senior Level (GS-15 and Above).
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.		Findings are consistent with the following data sources: FY 2012 work force profiles, analysis of statistical data in DART, NCLF statistics, reviewed MD-715 A tables and current leadership programs.
STATEMEN	T OF IDENTIFIED BARRIER:	Traditionally pipelines to career

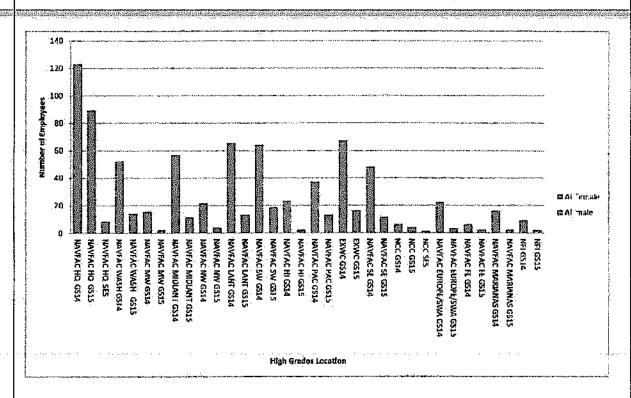
Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	development programs lacked diversity.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be	Continue to educate managers and supervisors on the command philosophy of maintaining a diversified work force, provide developmental programs for career growth
implemented to correct the undesired condition.	to the upper level positions, and collaborate with Community Management to ensure the work force is properly trained in order to apply for career developmental programs.
RESPONSIBLE OFFICIAL:	Commanders, Commanding Officers, Senior Leadership at all levels of the Command, Total Force, CDEEOO, DEOOs, and PRP Managers.
DATE OBJECTIVE INITIATED:	1 November, 2010
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2013
!,	

EEOC FORM 715-01 PART I - 2	EEO Plan To Eliminate Identii	fied Barrier
PLANNED A	ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
	yze work force demographics for upward n, and recruitment.	October 30, 2013 January 30, 2013 May 30, 2013 September 30, 2013
managers/supervareas. Note: The blue to planned activity is	for activities identified for	October 30, 2013 January 30, 2013 May 30, 2013 September 30, 2013

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

A review of NAVFACs high grades, Table A3-1 indicates that in the Senior Executive Service (SES) and equivalent high grades White males participate at a higher rate when compared to the rest of the groups. All other groups are present at the pipeline grades (GS-14-GS-15).

Male & Female High Grade Comparison



The majority of SES positions are at the major command level or in the District of Columbia. NAVFAC SES positions are located at Headquarters (7 positions) and Naval Crane Center (1 position). Many commands indicated that there are limited opportunities to advance to the SES grade. Some commands indicated that females, regardless of their race and national origin are not participating at their expected rate in the high grades when compared to their participation in the NAVFAC workforce. Lack of career developmental opportunities was identified as a factor that impacts female's progression to higher grades. Some commands also reported that the practice of using the local commuting area as the primary consideration when filling vacancies as a potential barrier for some groups. More analysis needs to occur within NAVFAC to closely examine the occupations that lead to a SES position and a determination needs to be made regarding the series that individuals occupied when they were promoted to the SES grade. An analysis needs to include a review of hiring policies, practices, and procedures which includes the area of consideration, promotion policies and procedures, surveying the SES staff which details their career progression that led to

them being selected for the SES position and includes an analysis of the developmental programs they may have participated in.

NAVFAC commands are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in-depth investigation; others are at the initial stages of execution of their planned activities, while some commands have already identified a potential barrier and are at various stages in their barrier elimination efforts.

With a few modifications, this effort will continue in FY 2014. See NAVFAC's FY 2014. PART I-2 for details.

EEOC FORM 715-01 PART I -3

	TOTAL		
	Naval Facilities Engineering Command	FY 2013	
	STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	Individuals with Targeted Disabilities (IWTD) participation rate is below the DON goal of 2%. Their representation in the workforce is 0.68%.	
	Provide a brief narrative describing the condition at issue.		
	How was the condition recognized as a potential barrier?		
	BARRIER ANALYSIS:	Findings are consistent with the following data sources: FY 2012 workforce analysis, NCLF	
	Provide a description of the steps taken and data analyzed to determine cause of the condition.	statistics, analysis of statistical work force data in DART and review of MD- 715 B tables.	
	STATEMENT OF IDENTIFIED BARRIER:	Low number of accessions of IWTD due to NAVFAC First recruitment policy, attitudinal barriers, lack of	TO A SECOND SECO
(Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	numeric hiring goals, under utilization of Standard Form (SF) 256 and absence of a separate budget to fund RA requests that are not provided by other sources.	and the second s
	OBJECTIVE:	Increase usage of other hiring authorities or revise current NAVFAC First recruitment policy, increase	
	State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	training initiatives to decrease attitudinal barriers, establish a separate budget for RA requests, resurvey the workforce and establish numeric hiring goals for individuals with disabilities and IWTO.	and a second of
	RESPONSIBLE OFFICIAL:	Commanders, Commanding Officers, Senior Leadership, Total Force, CDEEOO, DEEOOS and PRP Managers.	
	DATE OBJECTIVE INITIATED:	1 October, 2012	
	TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2013	The state of the s
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EEOC FORM 715-01 PART I - 3	EEO Plan To Eliminate Identified Barrier	
PLANNED ACT	IVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
the workforce, resu	tiatives to decrease attitudinal barriers and deploy to rvey the workforce requesting voluntary self- sability utilizing Standard Form (SF) 256.	March 30, 2013
by other sources ar establish a process	e budget for funding RA requests that are not provided and disseminate information to the workforce and for identifying improvements and changes and update process to reflect change.	June 30, 2013 September 30, 2013
Solicit input from major commands on how to set realistic numeric hiring goals for individuals with disabilities and IWTD.		September 30, 2013
Note: The blue text immediately below each planned activity is the report of accomplishments for activities identified for execution in FY 2013.		

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

IWTDs participate below the 2% rate. IWTDs participation is the highest in the following occupational categories: officials and managers, professionals and craft workers. IWTDs participation rate is the highest at the GS-12 grade and the WG-10 grade. IWTDs participation rate is the highest in the following major occupations: engineering technician, IT specialist and maintenance worker. There were a total of eight separations during the FY. Seven of these separations were voluntary and there was one involuntary separation. NAVFACs IWTD workforce declined by one in FY 2012 as compared to FY 2011. There was no participation of IWTDs in the following major occupations: architect and civil engineer.

National Disability Employment Awareness Month was used as a means to inform and educate the workforce, promote opportunities for the disabled community and to address a perception that attitudinal barriers were contributing to participation rates below the Federal High. The SES IWTD Champion and Special Emphasis Program Managers disseminated information to the workforce, in a public presentation and also via email, on the importance of resurveying the workforce, requesting voluntary self-identification of a disability, utilizing the Standard Form (SF) 256. They also disseminated information to increase the awareness of utilizing the Schedule A hiring authority.

During monthly teleconferences, the CDEEOO asked DEEOOs to encourage supervisors and managers to encourage their employees to self identify in My Biz,

concerning their disability status, emphasizing DONs goal of 2%. DON CHRM Subchapter 1603 and DON Subchapter 1604, the DON Guide for Conducting Effective Barrier Analysis were disseminated to all commands.

A briefing regarding disability etiquette was also deployed and uploaded on the NAVFAC EEO website. Managers and supervisors regularly received up-to-date information on employing Disabled Veterans. Supervisors were briefed and trained on the requirements to provide reasonable accommodations (RA) to qualified Individuals with disabilities. Leaders were informed that accommodations may include job restructuring, alternative work schedules, job sharing, part-time employment, assistive technology, work site modifications, interpreters, readers, and removal of architectural and attitudinal barriers to employment. Procedures and policies for reasonable accommodation were disseminated during new employee orientation and during employee/supervisory EEO training.

NAVFAC HQ, with assistance from the field, also published a new Business Management System (BMS) reasonable accommodation process, which is located on NAVFACs EEO website and is also available on the BMS site. The NAVFAC BMS provides a systematic method for the management of business processes, common practices, and process and quality improvement that produce and/or support production of Command products and services. This provides best business processes documentation for use by all NAVFAC Commands and links to applicable, appropriate, and up to date policies, guidance, forms and information. The intent of BMS is to provide easy access to key information within a workflow (process) context.

After a review of budget recommendations NAVFAC senior leadership decided a separate budget for RA requests was not required because there was sufficient funding for RA requests. NAVFAC was not able to establish realistic numeric hiring goals for IWTD during the FY.

Submissions indicate that commands are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in-depth investigation; others are at the initial stages of execution of their planned activities, while some commands have already identified a potential barrier and are in various stages of their barrier elimination efforts.

With a few modifications, this effort will continue in FY 2014. See NAVFAC's FY 2014. PART I-3 for details.

EEOC FORM 715-01 PART I

U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

NAVFAC FY 2014 1-1

FY 2014 Plan I-1 (Asians/High Grades)

STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:

Provide a brief namative describing the condition at issue.

How was the condition recognized as a potential barrier?

Asian males and females continue to participate at a high rate in the NAVFAC appropriated fund workforce, 6.90% and 2.80% respectively, when compared to the national civilian labor force (NCLF), of 1.90% and 1.70% respectively.

Notwithstanding the robust participation of Asian males and females in the overall NAVFAC workforce, Asian Americans and Pacific Islanders did not have that same participation rate in NAVFAC high grades and in the SES.

Only certain series within the high grade levels serve as a pipeline into the Senior Executive Service (SES) ranks. Asian males and females, in particular, continue to participate at a low rate in SES positions compared to their overall participation rate in the total workforce and in some pipeline grades.

BARRIER ANALYSIS:

Provide a description of the steps taken and data analyzed to determine cause of the condition.

As reported in the FY 2010 through FY 2013 much of the information required to conduct an indepth barrier analysis is not available. Substantive applicant flow data is not available.

While some progress was made in the current reporting period many Fadities Engineering Commands (FECs) are at different stages in their barrier analysis efforts.

The top six series were the 0301 (Miscellaneous Administration and Program), 0340 (Program Management), 0343 (Management Program Analysis, 0800 (Engineering family), 1102 (Contracting) and the 2210 (Information Technology Management). There is a direct correlation between these series and the cries that are representative of the current SES population.

Other planned initiatives assigned to FECs include: an examination of feeder grades in these series; a determination if other groups had a trigger of a low participation rate in these series; an examination of promotion policies, practices and procedures, a trend analysis of the high grade/SES positions, the development of a mechanism for collecting and tracking applicant flow data; an analysis of discrimination complaints related to promotion or non-selection; and, conducting focus groups if the planned activities listed here did not lead to the identification of any specific barriers.

STATEMENT OF IDENTIFIED BARRIER:

Provide a succinct statement of the agency policy,

Overall, NAVFACs barrier analysis efforts to date indicate a better understanding of the data

barrier of the undesired condition.	analysis part of the process. However, although some FECs have conducted good data analysis and are moving forward to a more in-depth analysis, the are still a few FECs that have not completed all aspects of data analysis. Some FECs also had difficulty connecting the results of their individualized analysis. In FY 2014, the NAVFAC will continue to require FECs to focus their efforts on a more in-depth barrier analysis so that they can understand the possible corporate impact.
OBJECTIVE: State the alternative or ravised agency policy, procedure or practice to be implemented to correct the undesired condition.	Provide FECs with a framework for conducting a more in-depth investigation to pinpoint specific barriers in policies, practices or procedures that may be impeding the full participation of Asian Americans and Pacific Islanders in the NAVFAC high grades an SES levels.
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs)HR Officers, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts
DATE OBJECTIVE INITIATED:	1 October 2013
TARGET DATE FOR COMPLETION OF DEJECTIVE:	30 September 2014
EEOC FORM 715-01 EEO F PART I	Plan To Eliminate Identified Barrier
Planned activities toward complet	ION OF OBJECTIVE: TARGET DATE (Must be specific)
As they are all at different stages in their barrier a FECs are required to establish individualized plan FY 2014. a. If it is determined that there is no real barrier explanation of the type of review conductor reached this conclusion must be provided b. If the review shows there is a potential barrier.	rier at the activity level, <u>an</u> ad, why and how the FEC

Č	d. If FECs are not yet in the position to draw any conclusion, provide <u>a status on the planned activities completed</u> thus far and their next steps in the process.	
	FECs are required to provide a year-to-date status brief to the NAVFAC Office of EEO/ Diversity on their efforts toward accomplishing this plan. FECs must also be prepared to outline their next steps for the remainder of the fiscal year.	
	REPORT OF ACCOMPLISHMENTS/STATUS OF and/or MODIFICATIONS TO OBJECTIVE:	apontos promotos promotos para en esta en esta en el es
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PARTI

STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier? A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrier with respect to the career progression of Hispanic males and females.	STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier? A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 9802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrier with respect to the career progression of Hispani males and females. Due to the disparity between the participation rate of Hispanic males in the overall NAVFAC workforce when compared to the OCLF.	STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier? A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispani males and females. BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.
Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier? A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrier with respect to the career progression of Hispanic with respect to the career progression of Hispanic	have reported a consistent trend of a low participation rate of Hispanic males and females in the Civilian Labor Force (CLF). A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispanic males and females.	have reported a consistent trend of a low participation rate of Hispanic males and females their appropriated fund workforce when compared to the Civilian Labor Force (CLF). A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispani males and females. BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.
their appropriated fund workforce when compared to the Civilian Labor Force (CLF). A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispanic	their appropriated fund workforce when compared to the Civilian Labor Force (CLF). A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispani males and females. BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition. Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF.	their appropriated fund workforce when compared to the Civilian Labor Force (CLF). A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispanimales and females. BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition. Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF.
A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispani	A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barrie with respect to the career progression of Hispani males and females. BARRIER ANALYSIS: Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF.	A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 802, 1101, 0819, 0803, 2805, 4749 and 0343. Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803 and 1101. Some activities also reported a potential barric with respect to the career progression of Hispanimales and females. BARRIER ANALYSIS: Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF.
	Provide a description of the steps taken and data analyzed to determine cause of the condition. Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF	Provide a description of the steps taken and data analyzed to determine cause of the condition. Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF

	Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	the NAVFAC. Substantive applicant flow data is not available. Overall, barrier analysis efforts to date indicate a better understanding of the data analysis part of the process. Although some Facilities Engineering Commands (FECs) have conducted good data analysis and are moving on to more in-
	STATEMENT OF IDENTIFIED BARRIER:	A complete barrier analysis cannot be performed at
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	Some FECs have also had diffinesults of their individualized an Consequently, there is still work identification of any barriers. In NAVFAC will continue to focus FECs work to complete this critianalysis.	alysis to be done in the FY 2014, the on ensuring that
OBJECTIVE:		
State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	Provide FECs with a framework more in-depth investigation to p barriers in policies, practices or may be impeding the participation and females in the NAVFAC wo	procedures that on of Hispanic males
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer EEO Officers (DEEOOs), HR O supervisors and managers, sen involved in barrier analysis effor	officers, hiring officials, lior level managers
DATE OBJECTIVE INITIATED:	1 October 2012	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014	
EEOC FORM 715-01 EE PART (EO Plan To Eliminate loantified Barrier	
PLANNED ACTIVITIES TOWARD COMPL	ETION OF OBJECTIVE:	TARGET DATE (Must be specific)
NAVFAC FECs are at different stages in their bar move NAVFAC forward FECs are required to activities for execution in FY 2014 to meet this obtained as a lift is determined that there is no real barr review conducted and how the FEC reach provided in the report of accomplishment.	30 September 2014	
b. If a barrier/s is identified, FECs must <u>esta</u> eliminate the identified barrier/s:	iblish action plans to correct and	
c. If the FEC does not complete this action it status report on the planned activities con in the process must be provide by the con	npleted thus far and the next steps	

(**	In lieu of periodic written submissions as in past years, FECs are required to present the status of their plan and efforts towards accomplishing this objective to the NAVFAC EEO Office of EEO/ Diversity.	30 June 2014	
	REPORT OF ACCOMPLISHMENTS/STATUS OF and/or MODIFICATIONS TO OB	JECTIVE:	
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EEOC FORM			
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PARTI			

NAVFAC FY 2014 1-3	FY 2014 Plan I-3 (Individuals with Targeted Disabilities)
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue.	participation rate of Individuals with targeted disabilities (IWTD) in the NAVFAC workforce continued to decrease in FY 2013. At the end of FY
How was the condition recognized as a potential barrier	2013, the participation rate of IWTD decreased to .64% as compared to .66% in FY2012. All Facilities Engineering Commands (FECs) report a low participation rate of IWTDs.
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	For several years, the NAVFAC has been actively laying the foundation for in-depth barrier analysis to determine the cause/s for the low participation of individuals with disabilities in the NAVFAC workforce. Submissions received for this reporting period show that activities are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in-depth investigation, others are at the initial stages of execution (of their planned activities), while some FECs have already identified a potential barrier and are in various stages in their barrier elimination efforts. Several FECs have identified a potential attitudinal barrier to hiring individuals with targeted disabilities.
	The NAVFAC is required to continue their barrier analysis and elimination efforts in FY2014. Additional barrier analysis training will be provided.
STATEMENT OF IDENTIFIED BARRIER:	In-depth analysis has yet to be accomplished to determine if there are barriers to the employment of

 Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	The NAVFAC will execute their program/plan for the recruitment, hiring, and	
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undestred condition.		
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), HROs, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.	
DATE OBJECTIVE INITIATED:	1 October 2012	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014	
 PART I PLANNED ACTIVITIES TOWARD COMPLETIC	Plan To Eliminate Identified I	TARGET DATE (Must be specific)
For all FECs that have not conducted/reported hiring practices, policies and procedures, those conduct that review. Reporting requirements for these reviews more documentation of the specific practice procedures reviewed;	FECs must ust include: es, policies and	
o the conclusion as to whether or not a practice, policy or procedure either li recruitment and hiring of individuals and if they do limit or tend to limit o whether or not the policy, practice an related and consistent with business	mits or tends to limit the with disabilities; and procedure is job	30 September 2014

In lieu of periodic written submissions, FECs are required to provide a year-to-date status and progress briefing to the NAVFAC HQ Office of EEO/Diversity on their execution efforts towards accomplishing this Part I.	30 June 2014	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECT	TIVE	-circumstance of the circumstance of the circu
	લેકા તમામાં મુખ્યત્વે છે. તાલુકોમાં કરને લાગ લેકા લાગ કર્યા છે. તેને કર્યો છે. તેને મોટ કર્યો લેકા કરતા છે. તમારે છે	
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EEOC FORM 715-01 PART I

NAVFAC FY 2014 I-4	FY 2014 Plan I-4 (Individuals with Targeted Disabilities)
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief nametive describing the condition at issue.	A review of Table B1 shows the percentage of the participation rate of individuals with targeted disabilities (IWTDs) in the NAVFAC workforce continued to decrease in FY 2013. At the end of FY 2013, the participation rate of IWTD decreased to
How was the condition recognized as a potential barrier?	.64% as compared to .66% in FY 2012. All FECs report a low participation rate of individuals with targeted disabilities in their workforce.
BARRIER ANALYSIS: Provide a description of the steps taken and date analyzed to determine cause of the condition.	For several years, the NAVFAC has been actively laying the foundation for in-depth barrier analysis to determine the cause/s for the low participation of individuals with disabilities in the NAVFAC workforce.
	Submissions the NAVFAC received for this reporting period and beginning in FY 2012 have identified a potential attitudinal barrier to hiring individuals with targeted disabilities as evidenced by comments made in one on one conversations, training sessions and other public forums. Some of the comments by managers and supervisors included comments such as they were not comfortable interacting with individuals with disabilities, they did not know how to interact with individuals with disabilities, they were concerned that qualification standards would have to be lowered when employing IWTDs and they expressed concerns about the costs associated with providing reasonable accommodations (RAs), etc.
STATEMENT OF IDENTIFIED BARRIER:	A potential attitudinal barrier to hiring IWTDs as evidenced by comments made by supervisors and

Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	The NAVEAC will develop and deploy training initiatives to decrease perceived attitudinal barriers	
OBJECTIVE: State the alternative or revised agency policy, procedure, or practice to be implemented to correct the undesired condition.		
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Depu EEO Officers (DEEOOs), HROs, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts	
DATE OBJECTIVE INITIATED:	1 October 2013	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014	
PLANNED ACTIVITIES TOWARD COMPLETIC		TARGET DATE (Must be specific)
Develop and deploy training initiatives to the wor perceived attitudinal barriers and to dispel myths employment and retention of IWTDs.	kforce to decrease	
Develop and deploy training initiatives to the wor perceived attitudinal barriers and to dispet myths	kforce to decrease regarding the her commands to	
Develop and deploy training initiatives to the wor perceived attitudinal barriers and to dispel myths employment and retention of IWTDs. Establish a dialogue and solicit feedback from of	kforce to decrease regarding the her commands to	(Must be specific)
Develop and deploy training initiatives to the wor perceived attitudinal barriers and to dispel myths employment and retention of IWTDs. Establish a dialogue and solicit feedback from of	kforce to decrease regarding the her commands to ave IWTDs Special	(Must be specific)

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EEOC FORM 715-01 PART I

U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

NAVFAC FY 2014 I-5

FY 2014 Plan I-5 (White Females)

STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:

Provide a brief namalive describing the condition at issue,

How was the condition recognized as a potential barrier?

A review of the A-1, A-3 and A-6 Tables indicates that White females continue to participate at a low rate when compared to the Relevant Civilian Labor Force (RCLF) in the NAVFAC workforce and in 6 out of 10 major occupations.

BARRIER ANALYSIS:

Provide a description of the steps taken and data analyzed to determine cause of the condition.

A review of the NAVFAC White female profile shows that the group participates slightly below the RCLF in six of the ten major occupations. All of the information required to conduct an in-depth barrier analysis at the NAVFAC level is not available. Substantive applicant flow data is not available.

A few Facilities Engineering Commands (FECs) reported that possible barriers for some groups, to include white females, are some FECs preference for former military personnel, internal hiring practices which fevor veterans and downsizing. In most FECs many positions require highly specialized experience that favors former members of the military and impacts opportunity for all other groups outside the military community. Also, there is the possibility that the use of the Veteran's preference hiring authority creates a barrier to hiring women. The current economic situation has prompted downsizing, hiring freezes and limited staffing which present less opportunity to hire new employees. The unstable economy has also caused employees to be reluctant to leave their current positions, therefore there has been little turnover in FY2013.

STATEMENT OF IDENTIFIED BARRIER; Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Overall, FECs barrier analysis efforts to date indicate a better understanding of the data analy part of the process. However, although some FE have conducted good data analysis and are moved forward to a more in-depth analysis, there are sti
	few FECs that have not completed all aspects o data analysis. In FY 2014, the NAVFAC will continue to require FECs to continue to focus the efforts on a more in-depth barrier analysis.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	Provide FECs with a framework for conductir more in-depth investigation to pinpoint specific barriers in policies, practices or procedures that be impeding the participation of White females in NAVFAC workforce.
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Depute EEO Officers (DEEOOs), HROs, hiring officials, supervisors and managers, senior level managers.
	involved in barrier analysis efforts
DATE OBJECTIVE INITIATED:	Involved in parrier analysis
	Involved in barrier analysis efforts
DATE OBJECTIVE INITIATED: TARGET DATE FOR COMPLETION OF OBJECTIVE: EEQC FORM	Involved in barrier analysis efforts 1 February 2012

activiti	es for execution in FY 2014.	
a.	If it is determined that there is no real barrier at the activity level, an explanation of the type of review conducted, why and how the FEC reached this conclusion must be provided.	
	If the review shows there is a potential barrier(s), provide a detailed report on the extent of the review, why and how the FEC reached this conclusion.	
C,	If a barrier(s) is found, FECs must establish action plans to	
d.	correct and eliminate the identified barrier/s, monitor progress, evaluate effectiveness of the planned activities and modify, if needed. If FECs are not yet in the position to draw any conclusion, provide a status on the planned activities completed thus far and their next steps in the process.	
NAVF/ accom	are required to provide a year-to-date status brief to the AC HQ office of EEO/Diversity on their efforts toward plishing this plan. FECs must be prepared to outline their next or the remainder of the fiscal year.	June 2014
REPO	RT OF ACCOMPLISHMENTS/STATUS OF and/or MODIFICATION	NS TO OBJECTIVE:

DESCRIPTION OF



EEO Program Status Report

FY 2013 & FY 2014

Part J

EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF AN INDIVIDUALS WITH TARGETED DISABILITIES PROGRAM

PART J-2 ITEM 1

The Command Deputy EEO Officer and some DEEOOs/PRP Managers ha	evs not met regularly with
command senior management officials to brief on targeted disability barrier	\$
Set up a regular schedule to brief. Command Leadership on IWTD	
Commanders, Commanding Officers, Command Deputy EEO Officer, Deputy Managers	uty EEO Officers, & PRP
10/1/2011	
9/30/2012	
S TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (MUST BE SPECIFIC)
]
ent of requirements	1/31/2012
e/or start conduct briefings	3/31/2012
w E.O. and new DON policy, commands will establish a SES or Senior leader the hiring of individuals with disabilities.	
]
	Command senior management officials to brief on targeted disability barrier Set up a regular schedule to brief. Command Leadership on IWTD. Commanders, Commanding Officers, Command Deputy EEO Officer, Dep Managers 10/1/2011 9/30/2012 S TOWARD COMPLETION OF OBJECTIVE: ent of requirements. ever start conduct briefings. W E.O. and new DON policy, commands will establish a SES or Senior leader.

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:

This planned activity is considered closed and completed in FY 2012. Regular meetings with senior leaders were established and briefings were conducted. The MD-715 was briefed to senior leadership which provided a thorough analysis of the NAVFACs IWTD program. SES Champions were established.

EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF AN INDIVIDUALS WITH TARGETED DISABILITIES PROGRAM

	PART J-2 ITEM 2				
	COMMAND/ACTIVITY: N	laval Facilities Engineering Command	FY- 2012		
12.774 x 191 - 227 000 - 201 -	STATEMENT OF IWITD PROGRAM DEFICIENCY:	Senior Leadership is not regularly briefed on NAVFAC's prog targeted disabilities.		MINISTER MATERIAL CONTRACTOR CONTRACTOR AND AND ANALYSIS OF THE SECONDARY AND ANALYSIS OF THE SE	
	OR IECTIVE.		an immediate a trib backing immediate in the control of the control of		
	OBJECTIVE:	Senior leadership will be updated quarterly on NAVFAC's pro	ogress in hiring and advancement of IWTD		
	RESPONSIBLE OFFICIAL(S):	Commanders, Commanding Officers, Command Deputy EEC Managers	Officer, Deputy EEO Officers, and PRP		
	DATE OBJECTIVE INITIATED:	1/1/2011			
	TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2011			
	PLANNED ACTIVITIES TO	OWARD COMPLETION OF OBJECTIVE:	TARGET DATE (MUST BE SPECIFIC)	1	
	Establish format and information objectives and progress.	mational requirements for quarterly briefings to include EEO	1/1/2012		
(Commence briefing 2ND queen the President's new E	uarter FY 11 .O. and new DON policy, commands will establish a SES or	3/1/2012 1/30/ 2012		
	Send leader Statisficial	o increase the hiring of individuals with disabilities.	, on one of the section of the se		
	briefings were conducted.	hsidered completed and closed in FY2012. Regular meetings v The MD-715 was briefed to sentor leadership which provided a s were identified and established.	with senior leaders were established and thorough analysis of the NAVFACs (WTD)		

EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF AN INDIVIDUALS WITH TARGETED DISABILITIES PROGRAM

PART J-2 ITEM 3

		PARI J-ZIIEM J	
	COMMAND/ACTIVITY:	Vaval Facilities Engineering Command	FY- 2012
	STATEMENT OF INTO PROGRAM DEFICIENCY:	Supervisors and Managers are not consistently involved with	
essis olika estitutira esisosa orinnei	OBJECTIVE:	Deputy EEO Officers will strare FY11 NAVFAC Barrier Analysis Operational leaders for distribution to lower level managers at ROICC. All NAVFAC managers will be invited to provide con Introduction to Barrier Analysis training course when received	t HQ and at each ECH III, ECH IV, PWD, and ment and additional ideas. Deploy
	RESPONSIBLE OFFICIAL(S):	Commanders, Commanding Officers, SES, other Senior Lead Managers	dership and Deputy EEO Officers, PRP
	DATE OBJECTIVE INITIATED:	1/1/2011	
	TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2012	
	PLANNED ACTIVITIES 1	OWARD COMPLETION OF OBJECTIVE:	TARGET DATE (MUST BE SPECIFIC)
	January 2011: Review tri	ggers and barriers based on workforce data.	1/1/2011
	April, 2011; DEEOO/PRF	Manager solicits input from lower level managers.	4/1/2011
	March 2011: Commands analysis efforts, CDEEO	submit plans to involve managers and supervisors in barrier Ds/DEEOOs,	
		adule barrier analysis training at the activity level, CDEEQOs.	3/30/2011, 7/1/2011
	Deploy eVersity for data/i analysis results.	rend analysis when available from Navy. Share barrier — ———	9/15/2012
	Each quarter report progr	ess during briefs with commanders/commanding officers.	Each quarter commencing January 2012
	Note: The blue text imme planned activity is the rep accomplishments for acti execution in FY 2013:	ort of	
			1

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:

This planned objective is partially completed because some NAVFAC Facilities Engineering Commands reported that they did not conduct an in-depth and thorough partier analysis because they lacked the necessary competencies to do and as a result they did not involve supervisors and managers in barrier analysis efforts. However, the NAVFAC continues to make progress in its barrier analysis efforts. During FY 2013 NAVFAC headquarters staff, to include SEPMs, SES Champions, supervisors, managers, senior leadership and other relevant stakeholders conducted an in-depth and comprehensive analysis of their workforce throughout the FY to identify specific barriers and or deficiencies in agency policles and procedures and employment practices that limit equality of opportunity for any or all groups within the organization. Some Facilities Engineering Commands also reported that they had conducted a thorough and in-depth barrier analysis. Some NAVFAC Special Emphasis Program Managers and their SES Champions met consistently throughout the year to discuss ongoing barrier analysis efforts. Several NAVFAC Facilities Engineering Commands to include Headquarters reported that they briefed and disseminated their barrier analysis efforts and conclusions to the Business Management Board (BMB). The BMB is the decision making board that leads the coordination, integration, and management of NAVFAC Business

and support lines; provides direction and oversight of programs, policies, and initiatives that support NAVFAC's workforce; and assists the CIO in the prioritization, planning, programming, budgeting, and execution of IT projects within NAVFAC. Deploying eVersity for data/trend analysis is no longer an option because the use of eVersity as a data system was discontinued in FY 2013. Barrier analysis training was provided and disseminated to the workforce through a variety of methods to include new employee and supervisory training, monthly conference calls with new DEEOOs, emails and training slides and the BMB. Conducting an in-depth and comprehensive barrier analysis to identify specific barriers and or deficiencies in agency policies and procedures and employment practices that limit equality of opportunity for any or all groups within the organization will be continued in FY 2014. See Part I-3.

	DEPARTMENT OF THE NAVY	
EEO PLAN TO ATTA	IN THE ESSENTIAL ELEMENTS OF AN INDIVIDUALS WITH TARGETED	DISABILITIES PROGRAM
	PART J-2 ITEM 4	
COMMAND/ACTIVITY: I	Naval Facilities Engineering Command	FY-2013
STATEMENT OF IWTD PROGRAM DEFICIENCY:	NAVEAC does not have a separate budget to fund requests for reasonable are not provide by the Computer/Electronic Accommodations Program (CA	accommodations (RA) that P).
OBJECTIVE:	Establish a separate budget for funding (RA) requests and deploy:	
RESPONSIBLE OFFICIAL(S):	Commanders, Commanding Officers, Command Deputy EEO Officer, Depi Managers, TF Director and Business Directorate	uty EEO Officers, and PRP
DATE OBJECTIVE INITIATED:	10/1/2012	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2013	
	TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (MUST BE SPECIFIC)
	ents with TF Director and Business Directorate.	3/31/2013

6/30/2013
9/30/2013

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:

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This planned objective is completed and considered closed in FY 2013. In FY 2013 the NAVFAC established a dialogue with leadership and identified budget requirements for funding RA requests that were not funded by the CAP program. It was decided that it was not necessary to establish a separate budget for funding RA requests, because adequate funding sources were available even in the absence of a separate budget.

EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF AN INDIVIDUALS WITH TARGETED DISABILITIES PROGRAM PART J-2 ITEM 5

	C Patricia and I comment		
COMMAND/ACTIVITY: N	laval Facilities Engineering Command	FY-2013	
STATEMENT OF		TU (1800) - wilding hard Stanford - grade of Angels and Light and Tu (1800) - wilding in the desirable of the	#0####\$
IWTD PROGRAM DEFICIENCY:	Lack of commitment to create/further employment opportunities for IWTDs within		
OBJECTIVE:	Increase participation rates of #WTDs (2%) in the workforce.		
RESPONSIBLE OFFICIAL(S):	Commanders, Commanding Officers, SES, other senior leadership, Deputy EEC Managers	Officers and PRP	
DATE OBJECTIVE INITIATED:	10/1/2012		
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2015		
Increase training initiative and retention of IWTO at	es to decrease attitudinal barriers and to dispel myths regarding the employment and deploy to the work force.	3/30/2013	
Conduct an analysis of c	current "NAVFAC First" internal recruitment process.	6/30/2013	
Resurvey the work force	requesting voluntary self-identification of a disability using Standard Form (SF)	9/30/2013	
Solicit input from major of disabilities and IWTO an	commands on how to set realistic numeric hiring goals for individuals with destablish and deploy an action plan.	9/30/2015	
Note: The blue text imm planned activity is the re accomplishments for act execution in FY 2013.	part of		

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:

This planned objective is not entirely completed and will be continued in FY 2014. In FY 2013 some NAVFAC Facilities Engineering Commands reported that they utilized National Disability Employment Awareness Month which occurs annually each October as a means to inform and educate the workforce about non-targeted disabilities and targeted disabilities and various hiring authorities. At NAVFAC Headquarters, the two IWTD Special Emphasis Program Managers in concert with the IWTD SES Champion discussed in a public forum why it was necessary to disclose information regarding targeted and non-targeted disabilities by self identifying. They also encouraged employees to re-validate their disability status. During this public forum Standard Form (SF) 256 was made available to employees to fill out and complete. Following the public forum the IWTD SES Champion released an email to the workforce reiterating in writing what was discussed during the public forum which also included where the SF 256 form could be obtained and point of contacts for submitting the form, and encouraging senior leaders, supervisors and managers with hiring authorities to consider hiring employees with disabilities. Some Facilities Engineering Commands Engineering Commands reported that they conducted re-validation campaigns with positive results. NAVFAC also does not have access to substantive applicant flow that they conducted re-validation campaigns with positive results. IAAVFAC also uses not never access to substantive applicant data to conduct an accurate barrier analysis. Without adequate applicant flow data commands reported that they did not have enough information to determine if IWTDs were applying for NAVFAC positions or if they were getting referred, interviewed or selected for NAVFAC positions. As a result, an analysis of current "NAVFAC First" internal recruitment process did not occur.

Some Facilities Engineering Commands reported that they developed training initiatives to decrease perceived attitudinal barriers and to dispal myths regarding the employment and retention of IWTDs. In FY 2013 one of the NAVFACs identified planned activities was to solicit input from major commands on how to set realistic numeric hiring goals for IWTDs and establish and deploy an action plan but the continuing fiscal constraints, sequestration, government shut down and the hiring freeze which virtually halted all hiring actions precluded numeric hiring goals from being set in FY 2013, If hiring resumes in FY 2014 the DON will issue numeric goals.

Increasing training initiatives to decrease attitudinal barriers and to dispet myths regarding the employment and retention of IWTD will be included in FY 2014 Part I-4.

PRINCIPLE PRINCI

Part J - Individuals with Targeted Disabilities (IWTDs)

Section 501 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 791 requires federal agencies to take proactive steps to provide equal opportunity to qualified individuals with disabilities in all aspect of federal employment. Congress has directed the federal government to serve as a model employer of people with disabilities. The NAVFAC is responsible for developing and maintaining an affirmative action program plan for the hiring, placement, and advancement of individuals with disabilities. The Equal Employment Opportunity Management Directive 715 provides specific requirements for the NAVFACs Special Program Plan for the Recruitment, Placement and Advancement of Individuals with Targeted Disabilities (IWTD). It is the goal of The Department of Navy (DON) to achieve a workforce representation of 2% of IWTDs.

The statistical data for workforce participation used in this report was obtained from the Department of Defense Civilian Personnel Data Systems (DCPDS). Data from DCPDS to prepare the NAVFACs FY 2013 Management Directive 715 (MD-715) report was downloaded by Department of the Navy (DON) Equal Employment Opportunity (EEO) staff on 30 May 2013.

Individual with Targeted Disabilities (IWTD)

Workforce Analysis

Appropriated Fund	EEOC Goal	2010	2011	2012	2013	2.0% minus 2013 Participation
IWTD	2.0%	0.73%	0.66%	0.66% 🖴	0.64% 🎚	1.36%
Non-targeted Disabilities	N/A	5.68%	6.07%	6.22% 1	7.07% 🕯	N/A

The participation rate of individuals with targeted disabilities has decreased in FY 2013. In FY 2012 and FY 2011 the participation rate of IWTD was 0.66% as compared to FY 2010 when the rate was 0.73%. In FY 2013, 0.64% (100 employees) of the NAVFAC workforce were individuals who self- identified as having a targeted disability. A targeted disability includes: hearing, vision, missing extremities, partial paralysis, complete paralysis, epilepsy, intellectual disability, psychiatric disability and dwarfism. This shows a net change of -1.36% (10 employees) from last fiscal year which is lower than the Equal Employment Opportunity Commission (EEOC) goal of 2.0% for Individuals with Targeted Disabilities (IWTD).

In FY 2013, 1.93% (304 employees) of the workforce chose not to identify whether or not they have a disability. Of the 1.93% of the NAVFAC workforce who chose not to self-identify creates the possibility that the NAVFAC may not have an accurate record of all those with targeted or other types of disabilities.

To address this concern in FY 2013, some NAVFAC Facilities Engineering Commands (FECs) reported that they utilized National Disability Employment Awareness Month which occurs annually each October as a means to inform and educate the workforce

about non-targeted disabilities and targeted disabilities. At the NAVFAC Headquarters, the two IWTD Special Emphasis Program Managers in concert with the IWTD SES Champion discussed in a public forum why it was necessary to disclose information regarding targeted and non-targeted disabilities by self identifying. They also encouraged employees to re-validate their disability status. During this public forum Standard Form (SF) 256 was made available to employees to fill out and complete. Following the public forum the IWTD SES Champion released an email to the workforce reiterating in writing what was discussed during the public forum which also included where the SF 256 form could be obtained and point of contacts for submitting the form, and encouraging senior leaders, supervisors and managers with hiring authorities to consider hiring employees with disabilities.

Some FECs reported in FY 2012 and in FY 2013 that attitudinal barriers by supervisors and managers existed as evidenced by comments made in one on one conversations, training sessions and other public forums. Some of the comments by managers and supervisors included comments such as they were not comfortable interacting with individuals with disabilities, they did not know how to interact with individuals with disabilities, etc. Some FECs are addressing attitudinal barriers with increased training initiatives and by communicating with other commands to determine best practices for eliminating the barrier.

Due to continuing fiscal uncertainty, the DON issued a hiring freeze in January 2013, which halted the majority of the hiring actions. The majority of commands reported that the NAVFAC hiring freeze, sequestration, and the "NAVFAC First" policy which only authorizes current NAVFAC employees to be hired, coupled with a low turnover/attrition rate, causes limited opportunities for IWTDs and employees with other non-targeted disabilities to apply for jobs within the NAVFAC. The NAVFAC also does not have access to substantive applicant flow data to conduct an accurate barrier analysis. Without adequate applicant flow data FECs reported that they did not have enough information to determine if IWTDs were applying for NAVFAC positions or if they were getting referred, interviewed or selected for NAVFAC positions.

In FY 2013 one of the NAVFACs identified planned activities was to solicit input from major commands on how to set realistic numeric hiring goals for IWTDs and establish and deploy an action plan, but the continuing fiscal constraints, sequestration, government shut down and the hiring freeze which virtually halted all hiring actions precluded numeric hiring goals from being set in FY 2013. Some FECs reported that they conducted revalidation campaigns with positive results.

Unlike the decreasing participation trend for individuals with targeted disabilities, the participation rate of individuals with non-targeted disabilities has increased in each of the last four fiscal years. In FY 2013, the NAVFAC employed 1,111 (7.07%) employees who reported non-targeted disabilities. In FY 2012 the NAVFAC employed 1,012 (6.07%) employees who reported non-targeted disabilities.

Analysis based on Table B-1 as of 30 May 2013.

Accessions: Total 343

Accessions	Туре	FY 2010	FY 2011	FY 2012	FY2013
	Permanent	0.31%	0.0%	0.44%	0.64%
IWTD	Temporary	0.16%	0.0% \$	0.79%	0.00% 🖟
O41	Permanent	3.03%	0.0% \$	5.54% 🐧	11.18
Other Disabilities	Temporary	5,70%	4.85%	3.97% 🖡	10.00%
	Permanent	2.15%	0.0%	0.87%	3.51% 🔋
Not Identified	Temporary	0.95%	1.94%	0.79% -	6.67% 1
Na	Permanent	94.50%	0.0% 4	93.15%	85.30%
No Disabilities	Temporary	93.20%	93.20% =	94.44%	83.33%

The NAVFAC hired a total of 343 Appropriated Fund (AF) employees in FY 2013. Of these permanent employees, 0.64% or 2 employees have targeted disabilities and 11.18% (35 employees) identified themselves as having other than targeted disabilities. The 0.64% rate of permanent IWTD rate represents a slight increase as compared to 0.66% in FY 2012.

In FY 2013, 3.51% (11 employees) chose not to provide information regarding their disability status. In an effort to ensure that individuals are accurately self identified, several FECs reported that they conducted re-validation campaigns with positive results and that National Disability Employment Awareness Month was also used a vehicle to disseminate information regarding the importance of employees re-validating their disability status. Of the 2 new IWTD hires, 2 employees were permanent hires and zero came onboard as temporary employees.

Analysis based on Table B-8 as of 30 May 2013.

Separations: Total 763

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Separations	Туре	FY 2010	FY 2011	FY 2012	FY 2013
IWTD	Voluntary	0.41%	0.31%	0.44%	0.66% 1
1841	Involuntary	0.00%	1,68% 1	0.79% 🌷	0.00% \$
_ Other	Voluntary	5.39%	6.54%	5.54%	8.65%
Disabilities	Involuntary	3.83%	5.04% 1	3.97% 🐇	6.67%
	Voluntary	2.14%	1.87% 🌡	0.87% 🌡	1.83%
Not Identified	Involuntary	2.13%	1.68% 🜷	0.79% 🌡	1.90%
	Voluntary	92.07%	61.06%	93.15% 1	89.52%
No Disabilities	Involuntary	94.04%	73.11% 🐉	94.44%	91.43% 🌷

To gain a better understanding of the NAVFACs individuals with disabilities workforce an analysis of accessions and separations was conducted. There were 763 separations in the NAVFAC in FY 2013. Of these employees, 0.66% or 5 employees have targeted disabilities and 8.65% or 66 have disabilities other than targeted disabilities. Of the 5 lWTDs who separated, all 5 were voluntary separations. Of those with other than targeted disabilities, 66 were voluntary and 7 were involuntary.

Analysis based on Tables B-14 as of 30 May 2013.

NAVFAC Accession and Separation Data for Appropriated			
Fiscal Year	Targeted Accessions	Targeted Separation	
2013	0.64%	0.66%	
2012	0.44%	2.18%	
2011	0.00%	0.31%	
2010	0.31%	0.41%	

A four trend analysis of accessions and separations of appropriated fund employees with targeted disabilities shows that in each of the past fiscal years, the number of separations has been greater than the number of accessions.

NAVFAC Population of Individuals with Non- targeted Disabilities (NTD)					
Fiscal Year	Number	Percentage			
2013	1,111	7.07%			
2012	1,012	6.22%			
2011	1,014	6.07%			
2010	912	5.68%			

NAVFAC Accession and Separation Data for Appropriated Fund Employees with Non-targeted Disabilities					
Fiscal Year	NTD Accession	NTD Separation			
2013	11.18%	8.65%			
2012	5.54%	25.55%			
2011	0.00%	6.54%			
2010	3.03%	5.39%			

Unlike the decreasing participation trend for individuals with targeted disabilities, the percentage participation rate of individuals with non-targeted disabilities has increased in each of the last four fiscal years. In FY 2013, the NAVFAC employed 1,111 (7.07%) individuals who reported non-targeted disabilities. This is a .85% (1,012 employees) net change from FY 2012. In FY 2013 accessions of individuals with non-targeted disabilities were greater than separations. In prior fiscal years separations of individuals with nontargeted disabilities were greater than accessions. In FY 2013, 1.93% (304 employees) of the workforce chose not to identify whether or not they have a disability. The 1.93% of the NAVFAC workforce who chose not to self-identify creates the possibility that the NAVFAC may not have an accurate record of all those with targeted or other types of disabilities. To address this concern in FY 2013, some NAVFAC Facilities Engineering Commands reported that they utilized National Disability Employment Awareness Month which occurs annually each October as a means to inform and educate the workforce about non-targeted disabilities and targeted disabilities. At NAVFAC Headquarters, the two IWTD Special Emphasis Program Managers in concert with the IWTD SES Champion discussed in a public forum why it was necessary to disclose information regarding targeted and non-targeted disabilities by self identifying. They also encouraged employees to re-validate their disability status. During this public forum Standard Form (SF) 256 was made available to employees to fill out and complete. Following the public Forum the IWTD SES Champion released an email to the workforce reiterating in writing what was discussed during the public forum which also included where the SF 256 form could be obtained and point of contacts for submitting the form, and encouraging senior leaders, supervisors and managers with hiring authorities to consider hiring employees with disabilities.

Analysis based on Table B-1 as of 30 May 2013.

MAJOR OCCUPATIONS:

In FY 2013 the major occupations in the NAVFAC workforce were: Engineering Technician (0802), Contract Specialist (1102), General Engineer (0801), Civil Engineer (0810), Contract Surveillance (1101), Environmental Engineer (0819), Management and Program Analysis (0343), Mechanical Engineer (0803), Electrician (2805) and Maintenance Mechanic (4749).

The participation rate of IWTDs in the aggregate of these major occupations has remained consistent since FY 2010 and through FY 2013 with very little increases or decreases in participation rates with the exception of the mechanical engineering series (0803). There was zero participation of IWTDs in FY 2013 as compared to participation rates in FY 2010-FY2012. The participation rate of IWTDs in the major NAVFAC occupations is greater than their participation rate in the total NAVFAC workforce. The engineering technician series (0802) had the highest participation rate of IWTDs, followed by the 1102 and 0801 series.

The participation rate of individuals with non-targeted disabilities in the major occupations has increased in the last three fiscal years in all major occupations with the exception of the environmental engineer series (0819). The NAVFAC major occupations that had the highest participation of individuals with non-targeted disabilities were the engineering technician series (0802) at 8.03%, followed by the contract surveillance series (1101) at 7.94% and followed by the management and program analyst series (0343) at 6.94%. In FY 2013 the participation rate of employees with non-targeted disabilities increased in each of the major occupations as compared to FY 2012 rates with the exception of the environmental engineer series (0819).

FECs with the highest rate of participation of IWTDs include: NAVFAC Washington at 0.89%, followed by NAVFAC Southwest and NAVFAC Mid-Atlantic at 0.73% and NAVFAC Hawaii at 0.70%. There was zero participation of IWTD at NAVFAC Far East, Navy Crane Center and the Navy Facilities Institute in FY 2013 and FY 2012.

The NAVFAC continues to make progress in its barrier analysis efforts. Although the NAVFAC has not reached the 2% goal for the employment of individuals with targeted disabilities, progress has been made in the identification of potential barriers. The NAVFAC will continue to conduct an in-depth barrier analysis in FY 2014 to identify any barriers that may be preventing the NAVFAC from reaching the DON goal of 2% participation of IWTDs.

The majority of commands also reported that as a result of the new EEO/HRO service delivery model many of them lacked the competencies to conduct an effective barrier analysis. Continued training on how to conduct an in-depth barrier analysis will be provided in FY 2014.

FY 2013 ACCOMPLISHMENTS:

As discussed earlier in this section, the NAVFAC continues to make progress in its barrier analysis efforts. During FY 2013 the NAVFAC headquarters staff; to include SEPMs, SES Champions, supervisors, managers, senior leadership and other relevant stakeholders conducted an in-depth and comprehensive analysis of their workforce throughout the FY to identify specific barriers and or deficiencies in agency policies and procedures and employment practices that limit equality of opportunity for any or all groups within the organization. The NAVFAC Special Emphasis Program Managers and their SES Champions met consistently throughout the year to discuss ongoing barrier analysis efforts.

Several NAVFAC FECs reported that they briefed and disseminated their barrier analysis efforts and conclusions to the Business Management Board (BMB). The BMB is the decision making board that leads the coordination, integration, and management of NAVFAC Business and support lines; provides direction and oversight of programs, policies, and initiatives that support NAVFAC's workforce; and assists the CIO in the prioritization, planning, programming, budgeting, and execution of IT projects within NAVFAC.

In FY 2013 the NAVFAC did identify budget requirements for funding reasonable requests (RA) and it was decided that it was not necessary to establish a separate budget for RA requests because funding sources were available.

In FY 2013, some NAVFAC FECs reported that they utilized National Disability Employment Awareness Month which occurs annually each October as a means to inform and educate the workforce about non-targeted disabilities and targeted disabilities and various hiring authorities. At the NAVFAC Headquarters, the two IWTD Special Emphasis Program Managers in concert with the IWTD SES Champion discussed in a public forum why it was necessary to disclose information regarding targeted and non-targeted disabilities by self identifying. They also encouraged employees to re-validate their disability status. During this public forum Standard Form (SF) 256 was made available to employees to fill out and complete. Following the public forum the IWTD SES Champion released an email to the workforce reiterating in writing what was discussed during the public forum which also included where the SF 256 form could be obtained and point of contacts for submitting the form, and encouraging senior leaders, supervisors and managers with hiring authorities to consider hiring employees with disabilities.

The NAVFAC provided a comprehensive block of training to managers and supervisors Enterprise wide which addressed RA processes and procedures, special hiring authorities, the MD-715 report and the six essential elements of a Model EEO Program, the workforce recruitment program (WRP) and the DON goal to achieve a workforce participation rate of 2% of IWTDs.

Some NAVFAC FECs developed training initiatives to decrease perceived attitudinal

barriers and to dispel myths regarding the employment and retention of IWTDs.

NAVFAC HQ developed a NAVFAC EEO Community Management plan which was signed by the Chief Management Officer and was deployed to the NAVFAC Enterprise. The plan identified competencies and core courses to assist in the development of an EEO workforce equipped with the tools necessary to establish an effective model EEO program within the NAVFA, DON and the federal government.

Historically, the Navy Systems Commands (SYSCOMs) have utilized the traditional methods of independently managing its civilian corporate recruiting and partnerships with diversity-focused organizations. However, most recently the SYSCOM's desire to optimize resources and effectiveness of corporate partnerships throughout the Department of the Navy (DON) resulted in a formal partnership with NAVAIR, NAVSEA, SPAWAR and NAVFAC, which was implemented in the spring of 2013. Navy senior leadership endorsed this diversity, recruiting and affinity group partnership and the charter was developed and signed by the executive directors of NAVAIR, NAVSEA, SPAWAR and NAVFAC. NAVSUP informally joined the SYSCOM partnership and will fully integrate during phase 2.

This partnership provides several benefits, which include providing overall cost savings to the DON; offering opportunities to engage with more affinity groups; strengthening, streamlining, and integrating DON civilian recruiting presence; engaging potential talent across a mix of technological platforms; and delivering innovative sourcing for potential talent.

The partnership established a working group, which is composed of representatives from all four of the participating Commands. The working group meets weekly to plan and execute recruiting strategies and plan events for the DON. Each partnership event requires four main roles which are: The working group member POC, the SYSCOM event lead, the on-site event lead, and the recruiter. The roles and responsibilities are clearly outlined for each of the positions, and recruiter training is also provided for everyone who will be participating in a SYSCOM partnership event before they can attend.

The following is a list of the approved FY-14 SYSCOM partnership diversity events: However, although they are approved planned events that are scheduled for this FY, attendance may not be possible due to continuing fiscal uncertainty and potential furloughing of the DON civilian workforce.

2013 SYSCOM Events	Conference Dates	Career Fair Start Date	Career Fair End Date	Location of Event
Hispanic Engineer National Achievement Awards Corporation (HENAAC)	10/3/13-10/5/13	10/5/13	10/5/13	New Orleans, LA
National Society of Hispanic MBAs (NSHMBA)	10/9/13 -10/12/13	10/10/13	10/11/13	San Antonio, TX
Society of Asian Scientists & Engineers (SASE)	10/10/13-10/12/13	10/42/43	10/12/13	Philadelphia, PA
National Women of Color (NWOC)	10/17/13-10/19/13	10/19/13	10/19/13	Dallas, TX
Society of Women Engineers (SWE)	10/24/13-10/26/13	10/24/13	10/25/13	Baltimore, MD
Hispanic Association of Colleges and Universities (HACU)	10/26/13-10/28/13	10/27/13	10/27/13	Chicago, IL
Society of Hispanic Professional Engineers (SHPE)	10/30/13-11/3/13	11/1/13	11/2/13	Indianapolis, IN
American Indian Science and Engineering Society (AISES)	10/31/13-11/2/13	11/1/13	11/1/13	Denver, CO
Equal Opportunity Publications - Hire the disABLED (EoP Nov)	11/22/13	11/22/13	11/22/13	Washington, DC

To achieve optimum success, all job fairs scheduled are based on identified areas of low participation as reported by the SYSCOMs Equal Employment Opportunity (EEO) offices. Multiple areas of low participation will be the focus of this new strategic recruitment initiative. Triggers of continuing low participation have been documented for Hispanics (Males and Females), Females (White), and Individuals with Targeted Disabilities (IWTDs) at the majority of NAVFAC sites.

During FY 2013 the NAVFAC updated its comprehensive (RA) process utilizing NAVFAC's "Business Management System" (NAVFAC BMS) which is the commands' source for consistent business processes, practices and resources. It provides a medium for sharing best practices and serves as a foundation for improving performances across the NAVFAC. In addition to consistent business processes, it provides "one-stop" access for pertinent resources such as regulations, templates, forms, and links to other NAVFAC tools. The NAVFAC BMS promotes efficiency and effectiveness by capturing best practices and making them accessible NAVFAC-wide. The RA process also established a RA team comprised of first level supervisors, HR specialists, RA specialists, Office of Counsel and other staff as deemed appropriate. This RA process was posted on the

NAVFAC portal and was also made available to the workforce through a variety of other venues.

The NAFAC did implement a new HR service delivery model in FY 2013. The NAVFAC extended significant efforts during the transition to ensure that the resources, processes and tools were in place for an effective EEO program.

Some FECs reported that they participated in RA DCO training sessions with DON staff.

RA newsletters and brochures were developed and deployed to the workforce

Exit interviews were conducted by some commands and interview results were analyzed on a quarterly basis to assess command climate and to identify trends.

Some FECs reported they utilized the DON Workforce Recruitment Program (WRP) and participated in various recruitment fairs and partnered with various Veteran groups.

One FEC established a partnership with Veterans Affairs (VA) to place veterans into the VA's "No Cost Work Experience Program" where veterans are certified and referred by the VA. If a veteran is placed in a training program, the VA funds their salary for one year. After one year of a veteran's participation in the training program the expectation is that the agency/organization would place the veteran in a temporary or permanent position. In the event a placement was not possible the veteran would still have work experience and could add that work experience to their resumes.

FY 2014 STRATEGIC PLAN

The NAVFAC Disability Program continues to improve. A major component of the NAVFAC plan is to continue ongoing barrier analysis regarding the participation rates of individuals with targeted disabilities.



EEO Program Status Report FY 2013

Copies of Current, Signed EEO Policy Statements with Enclosures



NAVAL FACILITIES ENGINEERING COMMAND 1322 PATTERSON AVENUE, SE, SUITE 1000 WASHINGTON NAVY YARD, DC 20374-5065

OCT 0 3 2013

COMMANDER. NAVAL FACILITIES ENGINEERING COMMAND EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

As Commander, Naval Facilities Engineering Command (NAVFAC), I am totally committed to a command climate of fairness, equality and diversity. All individuals within our command shall be given fair treatment, respect, and an equal employment opportunity regardless of their race, color, religion, sex, national origin, age, genetic information, disability, or participation in the equal opportunity complaint process. Equal employment opportunity practices and policies shall govern all aspects of NAVFAC's operations, merit promotion and personnel policies. Such actions shall include but are not limited to; recruitment, hiring, career development, performance evaluation, selection, transfer, assignment, benefits, and compensation.

All NAVFAC personnel (active and reserve military, appropriated and non-appropriated fund personnel, contractors) contribute tremendously to our national security and combat readiness. The rich diversity of our workforce is a significant asset and is built by creating and fostering an atmosphere where all personnel are treated with dignity and respect and are encouraged to reach their maximum potential. Any employee who believes he or she has not been provided equal employment opportunity should follow the procedures at his or her local command for reporting this situation.

As Commander, I strongly support and affirm the full implementation of equal employment opportunity through Model EEO Programs at every level within the Command. The federal government's special emphasis programs are important tools in achieving a diverse workforce that reflects the civilian labor market of our country and addresses workforce imbalances of women and minorities, as well as individuals with disabilities, disabled veterans, and wounded warriors. It is my goal to place, advance, develop, and retain qualified personnel from all segments of society.

Each and every one of us has a critical role in creating an environment free from discrimination or harassment. All personnel shall ensure their actions fully demonstrate their commitment and support of this policy. EEO/diversity is the

responsibility of every employee and I am counting on all Commanders, Commanding Officers, Directors, supervisors, managers, and employees to ensure compliance with this policy. For more information, contact the NAVFAC Command Deputy Equal Employment Opportunity Officer at 202-685-9286 or 202-685-9023.

KIJ GREGORY



NAVAL FACILITIES ENGINEERING COMMAND 1322 PATTERSON AVENUE, SE, SUITE 1000 WASHINGTON NAVY YARD, DC 20374-5065

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COMMANDER, NAVAL FACILITIES ENGINEERING COMMAND PREVENTION AND ELIMINATION OF HARASSMENT IN THE WORKPLACE POLICY STATEMENT

As Commander, Naval Facilities Engineering Command (NAVFAC), I want to ensure that all military (active and reserve), civilians, and contractors within NAVFAC clearly understand and comply with the Command's Policy of Prevention and Elimination of Harassment in the Workplace.

It is NAVFAC's policy to maintain a work environment that is free from harassment based on race, color, religion, sex, national origin, age, genetic information, disability (mental or physical), and from retaliatory harassment based on opposition to discrimination or participation in the discrimination complaint process. NAVFAC has zero tolerance for harassment or any other form of unlawful retaliation against any employee for reporting matters under this policy or procedure, or for assisting in any inquiry about such a report.

Harassment is defined as an unwelcome verbal or physical conduct based on race, color, religion, sex (whether or not of a sexual nature and including same-gender harassment), national origin, age (40 and over), genetic information, disability (mental or physical), or retaliation. Unwelcome conduct constitutes harassment when:

- 1. The conduct is sufficiently severe or pervasive to create a hostile work environment; or
- 2. A supervisor's harassing conduct results in a tangible change in an employee's employment status or benefits(for example, demotion, termination, failure to promote, etc.).

All NAVFAC personnel are responsible for implementing this policy and for cooperating fully in its enforcement. Employees must not engage in harassing conduct. Any employee subjected to harassment should promptly follow the procedures at their local Command for reporting this harassment. Supervisors and other maragement officials must act promptly and effectively to correct any harassment that may occur.

It is everyone's responsibility to eliminate harassment in the workplace and afford each person the opportunity to work in an environment where he or she is treated fairly and with respect. For more information, contact the NAVFAC Command Deputy Equal Employment Opportunity officer at 202-685-9286 or 685-9023.

KLYYY K. L. GREGORY



NAVAL FACILITIES ENGINEERING COMMAND 1322 PATTERSON AVENUE, SE, SUITE 1000 WASHINGTON NAVY YARD, DC 20374-5065

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COMMANDER, NAVAL FACILITIES ENGINEERING COMMAND ALTERNATIVE DISPUTE RESOLUTION (ADR) POLICY STATEMENT

As Commander, Naval Facilities Engineering Command (NAVFAC), I want to emphasize my commitment to offer voluntary Alternative Dispute Resolution (ADR) to address conflicts, disputes, complaints, grievances, or other dissatisfactions arising in the workplace. Voluntary participation in this process will not adversely affect any individual's statutory and/or regulatory avenues of redress such as Equal Employment Opportunity (EEO) complaints, Inspector General (IG) complaints, formal grievances, appeals, etc.

Voluntary ADR has proven to be an effective method of resolving workplace conflict and it is best described as assisted negotiations between two (or more) parties with impartial mediators facilitating the process but representing neither side of the dispute. It is a private process with each party empowered to decline further discussion and to independently determine whether an agreement is possible or necessary. ADR is one of the most powerful tools in resolving conflict in that the two parties retain control over decisions and agreements rather than relinquishing that power to a third party adjudicator. ADR is particularly useful when the two parties must continue some type of relationship (i.e., such as co-workers, subordinates to a supervisor, etc.). To ensure prompt resolution of a complaint at the earliest stage, I ask all supervisors and managers to engage in ADR efforts when requested by employees.

I strongly encourage all employees to consider voluntary ADR as a means of resolving workplace dissatisfactions as they arise. For further information, regarding the ADR process, please contact the NAVFAC Office of General Counsel at 202-685-9116.

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K. L. CRECORY

NAVAL FACILITIES ENGINEERING COMMAND 1322 PATTERSON AVENUE, SE, SUITE 1000 WASHINGTON NAVY YARD, DC 20374-5065

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COMMANDER, NAVAL FACILITIES ENGINEERING COMMAND REASONABLE ACCOMMODATION (RA) POLICY STATEMENT

It is the policy of the Naval Facilities Engineering Command (NAVFAC) to commit to the fair and equal employment of people with disabilities. Reasonable Accommodation (RA) is the key to this policy While many individuals with disabilities can work without accommodation, other qualified applicants and employees face barriers to employment without the accommodation process. It is the policy of NAVFAC to reasonably accommodate qualified individuals with disabilities. This policy applies to all applicants, employees, and employees seeking promotion opportunities. In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act, accommodations will be provided to qualified individuals with disabilities when such accommodations are directly related to performing the essential functions of a job or competing for a job, or to enjoying the benefits and privileges of employment. An accommodation is an adjustment or alteration that enables a qualified person with a disability to apply for a job or perform job duties.

Employees with disabilities who desire accommodation shall request an accommodation either orally or in writing to his or her immediate supervisor or to another supervisor or manager in his/her chain of command in accordance with Department of Navy's Civilian Human Resource Manual, Subchapter 1606.

Managers and supervisors have the primary responsibility to recognize potential situations and take the necessary actions to process RA requests. I expect all employees, supervisors and managers to fully support the goals and objectives of this policy.

For further information, contact the NAVFAC Command Deputy Equal Employment Opportunity Officer at 202-685-9286 or 202-685-9023.

K. L. GREGORY



NAVAL FACILITIES ENGINEERING COMMAND 1322 PATTERSON AVENUE, SE, SUITE 1000 WASHINGTON NAVY YARD, DC 20374-5065

COMMANDER, NAVAL FACILITIES ENGINEERING COMMAND DIVERSITY POLICY STATEMENT

As Commander, Naval Facilities Engineering Command (NAVFAC), I believe that people are Naval Facilities Engineering Command's most valuable asset. Different people bring different experiences, talents, and abilities, any of which could prove decisive for mission readiness and innovation. Adherence to the principles of inclusion, non-discrimination and equal opportunity contributes to readiness by promoting respect, trust, and cohesion among members of the workforce. Diversity also enhances readiness by inviting new perspectives and improved ideas to solve problems.

In embracing this philosophy, NAVFAC's goal is to develop and use a systematic approach to achieve diversity and inclusion that ensures we attract, retain and capitalize on the skills, talents, and potential of our workforce. By supporting diversity, we also support readiness, thereby enabling us to meet the changing demands of current and future missions. These practices contribute to our ability to recruit, develop, and retain the best and the brightest across the total force. For more information, contact the NAVFAC Command Deputy Equal Employment Opportunity Officer at 202-685-9286 or 685-9023 or the NAVFAC Diversity Office at 202-685-9277.

KLI EREGORY

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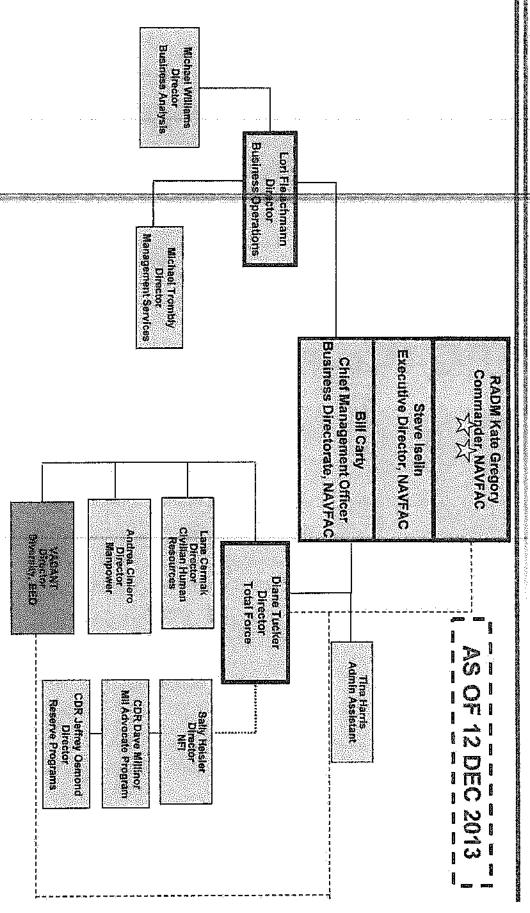
EEO Program Status Report

FY 2013

Organizational Chart

Business Directorate, CMC





FOR OFFICIAL USE ONLY (FOUO) - PRIVACY SENSITIVE





Naval Facilities Engineering Command EEO Discrimination Complaints Process



Command EEO Officer

NAVFAC Commander RADM K. L. Gregory

"Each and everyone of us has a critical role in creating an environment free from discrimination and harassment. All personnel shall ensure that their actions duly demonstrate their support of this policy. EEO is the responsibility of every employee, and I am counting on all Commanders, Commanding Officers, Directors, supervisors, managers and employees to ensure compliance with this policy."

NAVFAC HO EEO

CDEEOO - Leo LeCompte (202) 685-9023 Ms. Kym McRae-Haeffner (202) 685-9286 Mr. Russell Lowe (202) 685-9078

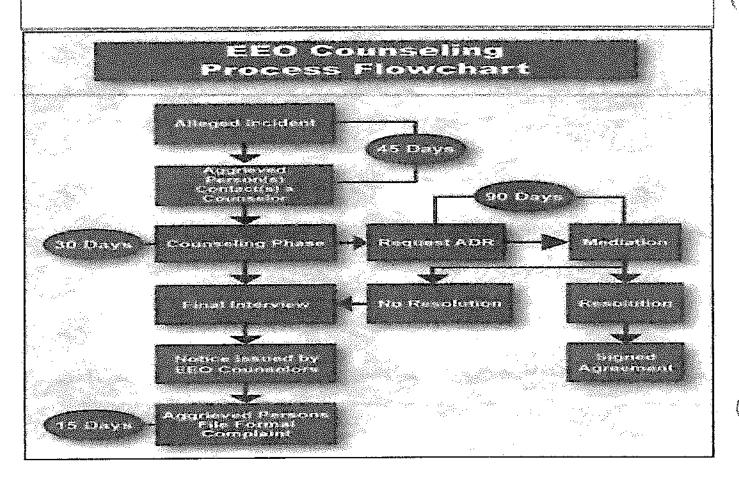
EEO Complaints Intake:

NAVFAC Washington (202) 685-3193



Command Deputy EEO Officer

EEO Director Mr. Leo LeCompte





EEO Program Status Report FY 2013

Copy of DON Form Listing
Subordinate Activity
Report Submissions

NAVFAC FY 2013 EEO Program Status Report Subordinate Commands (Echelon III)

Companent/ Activity	#of Employees	Servicing HRO	FY13 Report Submitted? Yes/No
NAVFAC LANT	12,003	HRO/EEO Nortolk	Yes
NAVFAC PAC	2,311	HRO/EEO Hawaii	Yes
EXWC	874	HRO/EEO San Diego	Yes
NCC	84	HRO/EEO Norfolk	Yes
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EEO Program Status Report FY 2013

Copy of EEOO's
Memorandum dated
6 Sep 13 Announcing the
Start of FY13 Annual
Assessment

McRae-Haeffner, Kym CIV NAVFAC HQ, BD

To: Subject: LeCompte, Ferdinand P CIV NAVFAC HQ, TF RE: NAVFAC EEO Program Assessment/FY13 MD-715 Report (ACTION)

----Original Message----

From: Carty, William W SES NAVFAC HQ, CMO Sent: Friday, September 06, 2013 18:19

To: Morton, Douglas G ROML NAVFAC Lant, 00; Mullenburg, Bret J RDML NAVFAC PAC 00; Michelle_LaDuca@fe_navy_mil: Korka, John W CAPT NAVFAC MIDLANT, CO; Norden, Rodney O CAPT NAVFAC MW, CO; Laplatney, Chris S Capt NAVFAC NW, 00; Kiwus, Chris H CAPT NAVFAC SE, 60; Maurer, Clifford M CAPT NAVFAC SW, ESWD; Edwonds, Antonio M CAPT NAVFAC Washington, CO; Edelson, Mark K CAPT EXWC, 00; Williamson, Michael D CAPT NAVFAC HI, 00; McLean, Robert CAPT NAVFAC EURAFSWA, CO; 'Shephard, Glenn CAPT NAVFAC Marianas 00'
Cc: Chandler, Don R CAPT NAVFAC HQ, 00; Iselin, Steven SES NAVFAC HQ, 00; Lynch, Pete S CAPT NAVFAC PAC, 09; Borowy, Jeff T CAPT NAVFAC LANT; Millinor, Dave D CDR NAVFAC HQ, TF; LeCompte, Ferdinand P CIV NAVFAC HQ, TF

Admirals, Skippers,

It's the time of the year again when we have the opportunity to move the EEO program ahead toward the goal of making NAVFAC the "Model EEO Program" through the Management Directive-715 report (MD-715). This annual report is the basis of NAVFAC's EEO Program Assessment conducted each year by the Office of the Assistant Secretary of the Navy (Manpower and Reserve Affairs). Your accomplishments on how well your command is performing should be annotated in this year's report. In addition, preparation of the report can help each command identify and address opportunities to improve their EEO programs.

In a normal year, the MO-715 report process would have been starting in the June/July time frame, however the start this year was delayed by complications with DON/OCHR database that would normally provides the necessary data tables to conduct a proper barrier analysis. As a result of the database complications, the Total Force staff had to work diligently for several weeks to build the tables for each command from the raw data provided by OCHR and they have been provided to your EEO staffs.

An additional change this year that has impacted the schedule is the earlier due date of DON's signed report to EEOC. Because of the shifted deadline for completion, the DON Office of EEO and Diversity Management must begin writing the DON report earlier in the process. While NAVFAC's final report is due to the DON by 21 Nov 2013 which is roughly the same time as last year, they are requesting certain elements (Part G) of the report be submitted early so they can begin their roll up. In order to meet this early due date for Part G and the overall report deadline, the following due dates are establishing for submitting your FY13 MD-715 Reports:

- 16 September 2013 Echelon III Final FY13 Part G to include any required supporting documents for a consolidated roll-up to DON/EEO
- 30 September 2013 Echelon III FY13 reports are due to HQ.

While it is preferred that the report submitted on the deadline include the required signature pages, a separate submission of signature pages will be allowed if submitted no later than 21 October 2013 for echelon III. However, no substantive changes to your report can be made after the 21 Oct date.

Thank you for your assistance in the timely submission of this critical report. I know that we've accomplished a lot in this area and we continue to receive tremendous support and commitment for EEO and diversity. It's important that NAVFAC's report reflects this.

HQ point of contact is Mr. Leo LeCompte, CDEEDO at 202-685-9023 (DSN 325-9023).

V/R

Bill Carty

Bill Carty

Assistant Commander / Chief Management Officer (CMO) Naval Facilities Engineering Command

202-685-9165 (w)

202-486-0433 (c)

william.carty@navy.mil



462 Report



Content Body Navigation Links

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ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGING OCTOBER 15T AND ENDS SEPTEMBER 35TH)
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Please south feedback and questions to <u>System Administrator</u>



EEO Program Status Report

FY 2013

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EEO Program Status Report

FY 2013

B Tables

•	Net Change	Ratio Change	Difference	Caffent 1-1		Prior FY		Not Change	Ratio Change	Differenço	Current FY		Prior FY		Federal High	Mat Change	Difference	L	Current FY	Priar FY		Tenure	Employment			(
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	0.00%	De%	0	0.00%	0	0.00%		0.00%	0%	4	0.03%	0.00%				0. 00%	0%	0.03%	4	0.00%		[79] Complete Paralysis	Detail for Targeted Disabilities	Self-Ide		
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	4600.00	0%	0	0.00%	O	0,00%		0.00%	0%	8	%50.0	0.00%				0.00%	05	0,05%	68	0.00%		[90] Intellectual Disability	S	Form 256 Self-Identification Codes]		
	0,00%	0%	-	0.40%	41	0.00%		0.00%	Q.	24	0.16%	0.00%				0.00%	0%	0.16%	25	0.00%		[91] Psychiatric Disability		5		(
	0.00%	0%		0.00%	п	0,00%		9%00.0	0%	4	0.03%	4		Promotificación de la company		0.00%	0%	0.03%	7	0,00%		[92] Dwarfism				

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Table 82:	TOTAL	L WOI	WORKFORCE	₽	COMPONENT	ો 🚦	Distribution	by Disability		[OPM Form	256 Self	Self-Identification		2	Codes]
			7	ьуг	bility Stal	- 1		į.			argeted D	isabilities			
Empioyment Tenure		TOTAL	(US) No Disebility	[D1] Not	[06-94] Disability	Targeted Disability	[18] Hearing	[Z1] Vision	[30] Missing Extremedes	[69] Partiol Paralysis	[79] Complete Paralysis	(82) Epitepsy	[90] Intellectual Disability	Psych Disa	[91] Psychiatric Disability
Yotal Work Force	# 1	15711	304	14296	1111	100	20	8	2	10	4	19	8		25
		100%	1 93%	90.99%	7.07%	0.64%	0.13%	0_05%	0.01%	0.05%	0.03%	0.12%	0.05%	0.16%	6%
Federal High						2.23%									
_	**	212	В	192	12	1	0	[]	0	F. STORY CONTRACTOR	0	0	0 0	. 0	_
MAVEAL ECKAPONE 33171		100%	377%	90,57%	5.66%	0.47%	%a00.0	0.00%	0.00%	0.47%	0.00%	0.00%	0.00%	0.00%	%
NAVEAC EXWC 69218		873	13	774	86	4	1	Ö	0	0	O	Z	a	1-1	
	8	100%	1666	88.66%	9.85%	0,46%	0.11%	0.00%	0.00%	0,00%	0.00%	0,23%	%00.0	0,11%	%
NAVEAC FAR EAST 40084		177	4	160	13	O	G	0	0	0	0	0	o	0	
	1	100%	2126%	90,40%	7.34%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	\$600.0	0.00%	0.00%	8
NAVFAC HAWAII 62478	2 70	. E621	9	1219	65	9	2	2	0	0	2	2	0		<u> </u>
	\neg	417	21	362	34	2	0.20	2 22 2) o.oo	0.00			2 6	درتن	la
NAVFAC HQ 00025	1	00%	504%	86.81%	8.15%	0,48%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.48%	8
NAVEAC I ANT EDATO	П	513		485	27	ы	٥	a	o	0	⊢		٥		
		100%	0,19%	94.54%	5.26%	0.58%	0.00%	0.00%	0.00%	0.00%	0.19%	0.19%	0.00%	0.19%	8
NAVFAC MARIANAS 40192	1	489	ω	454	32	ங	.2	o	D	o	0		o	12	
1	1	100%	0,61%	92.84%	6.54%	9619.0	0.41%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.20%	1%
NAVEAC MIDLANT 40085	26	100%	1790	41 24%	5 970/	0 730,	0 180%	2 0 5 0 6	0 030%	V 060%	70384	70907	n near	2 0	Ž.
	7	821	14	760	47	4	F-3 ·	0	0	-	c	2	0	٥	- -
A Des Michael And Control of Andrews	% 1	100%	171%	92.57%	5.72%	0.49%	0.12%	0.00%	0.00%	0.12%	0.00%	0.24%	0.00%	%¢0.0	3
NAVFAC NCC 3258A	16	84	-	81	2	.0	o	0	0	0	0	O	0	ç	
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NAVFAC NET 47408	3: 34:	32	0	27	in	0	0	o	0	0	c	0	o	0	
		100%	000%	84.38%	15.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	188
NAVFAC NORTHWEST 44255	1 1 1	925	27	810	83	4	0	0	0	0	0	_	0	ļ.	
<u> </u>	T	100%	2.92%	87.57%	9,51%	0.43%	0.00%	0.00%	0.00%	0.00%	0.00%	0.11%	0.00%	0.32%	1%
NAVFAC PAC 62472	T	351	G	336	15	e	-	0	0	0	0	0	_	0	
	* 5	164n	277	97.7.26	4.27%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	%03.0	38
NAVFAC SOUTHEAST 69450	-	no.	H	20770	0 4007	70.00	0.5607	200	3	,		4			
_L		3133	6,2076	28.62	216	2.C.	0.00%	u.00%	2,400rg	0.12%	0.00%	0.24%	0,00%	0.12%	79%
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		1453	58	1295	100	13	2	2	0 0	2 000	0.00%	ري 100%	7.1070	2,1070	* \$
NAVEAL WASH 40080		100%	8.99%	89.13%	5.88%	0.89%	0.14%	0.14%	0.00%	0.14%	0.00%	0.21%	0.07%	ام	0.14%
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Total by Disability Status Distribution by Disability Employees Fig. Project	C		A CONTRACTOR OF THE CONTRACTOR												(,
			able	B3-1:	OCCUP,	ATIONA	L CATE				Disabilit	/ Employ	ees			
POTAL			MEDICANIS DON'S MATERIAL	Total	by Disat	ility Stat	รเร			ט	etail for 1	argeted D	isabilities			
	Occupational Category				Call Net	(166-94)	Targeted Disability	(16) Hearing	(21) Vision	Extrements Enishly [OC]				1003 1003 1003 1003 1003 1003 1003 1003	——[
14 100% 157% 3.93% 4.49% 0.55% 0.00% 0		? <u>1</u>	5	ω	7	30	_		0	٥	•			٥		:,
14 14 14 14 15 15 15 15 17 11 0 0 0 0 0 0 0 0	Sabes	₽	5.16		3,93%	4_49%	0.56%	0.00%	0.00%	0.00%	0.00%	0.00%	0,00%	0.00%	0.56%	.]
Hat 100% 1	- Nid-Level (Grades 13-14)		Ž.	-1	31	77		0	0	1	0	Đ	0	0	0	0
es 17 and e 9.96 89.4 2.5 6.7 2 0 0 0 0 0 0 2 0 s 100% 95.67% 2.54% 6.90% 0.00% <			9,5		2.13%	5,28%	0.07%	0.00%	0,00%	0,07%	0.00%	0.00%	0.00%	0.00%	0.00%	
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	Below)		9.6	7%	2.54%	6.80%	0.20%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.20%	0.00%
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minageris # 15711 Â236 304 1111 100 20 8 2 10 4 19 8 25 4 # 100% 95 39% 1.93% 7.07% 0.64% 0.13% 0.05% 0.05% 0.03% 0.12% 0.05% 0.12% 0.03% 0.12% 0.05% 0.12% 0.03% 0.03% 0.03% 0.03% 0.12% 0.03% 0.00% 0.03% <th< th=""><td>Managers</td><td></td><td>90.8</td><td>3%</td><td>1.84%</td><td>7,33%</td><td>0.73%</td><td>0.15%</td><td>0.06%</td><td>0.01%</td><td>0.08%</td><td>0.03%</td><td>0.15%</td><td>0,06%</td><td>0.17%</td><td></td></th<>	Managers		90.8	3%	1.84%	7,33%	0.73%	0.15%	0.06%	0.01%	0.08%	0.03%	0.15%	0,06%	0.17%	
	Officials and Managers		142	96	304	1111	100	20	æ	2	10	4	19	8	25	4
# 3469 \$66 3092 291 19 3 2 1 2 0 6 0 4 4 4 4 4 4 4 4 4	- TOTAL		6.06	9%	1:93%	7.07%	0.64%	0.13%	0.05%	0.01%	0,06%	0.03%	0.12%	0,05%	0,16%	0.03%
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Biue Collar # 4994 88 4533 33 36 11 3 0 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 1 5 8 4 4 4 1 5 8 4 4 4 4 4 4 4 4 4	בי אמו(וונוואנו מזואב	·	3vit	<u> </u>	89.13%	8.39%	0.55%	%60.0	0.06%	0.03%	0.06%	0.00%	0.17%	0.00%	0.12%	0,03%
Professional S 100% 100% 100% 91.37% 6.67% 0.72% 0.22% 0.06% 0.00% 0.00% 0.00% 0.10% 0.10% 0.10% 0.08% 0.08% 0.00% 0.00% 0.00% 0.00% 0.10% 0.0			36	u.	4563	333	36	11	ß	. 0	42	ъ.	Ura	æ	4	٥
F 159 5 128 26 6 3 0 0 0 0 0 1 0 2 1.26% 1.2	5, Blue Conar	_	199	%	91,37%	6.67%	0.72%	0.22%	0.06%	0.00%	0.08%	0.02%	0.10%	0.16%	0.08%	0.00%
Technical Signature Sign			5		128	26	5	lú	Ö	· 0	0	o	,	-	2	6
Other # 114 3 105 6 1 0			312		80.50%	16.35%	3,77%	1,89%	0.00%	0.00%	0.00%	0.00%	0.63%	0,00%	1.26%	0.00%
Professional % 100% 253% 92.11% 5.25% 0.88% 0.00% <			درا		105	ጥ	μ.	0	Ç	 10	0	ο.	o.	0		.
Professional # 4974 78 4630 265 18 2 1 1 1 2 5 0 6 Professional % 100% 157% 93.08% 5.35% 0.36% 0.04% 0.02% 0.02% 0.04% 0.04% 0.10% 0.10% 0.10% 0.00% 0.10% 0.10% 0.10% 0.00% 0.00% 0.05%			146	<u>.</u>	92.11%	5,26%	0.88%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.88%	0.00%
Technical # 100% \$57% 93.08% 5.35% 0.036% 0.02% 0.02% 0.02% 0.04% 0.10% 0.10% 0.10% 0.10% 0.10% 0.10% 0.10% 0.10% 0.10% 0.00% 0.05% 0.00% 0.00% 0.05% 0.05% 0.00% 0.15% 0.05% 0.05% 0.05% 0.00% 0.05% <th< th=""><td></td><td></td><td>1 1 1 7</td><td>8</td><td>4630</td><td>266</td><td>18</td><td>2</td><td>Þ</td><td>-</td><td>--</td><td>2</td><td>ري د</td><td>0</td><td>G.</td><td>0</td></th<>			1 1 1 7	8	4630	266	18	2	Þ	-	- -	2	ري د	0	G.	0
# 2001 34 1778 189 20 1 2 0 3 1 2 0 8 % 100% \$70% 88.86% 9.45% 1.00% 0.05% 0.10% 0.00% 0.15% 0.05% 0.10% 0.00% 0.40%	ı		1 15	-	93,08%	5,35%	0.36%	0,04%	0.02%	0.02%	0.02%	0.04%	0.10%	0.00%	0.12%	0.00%
% 100% \$70% 88.86% 9.45% 1.00% 0.05% 0.10% 0.00% 0.15% 0.05% 0.05% 0.00% 0.40%	Tachoical	一	right Tight	4	1778	189	20	1	2	0	3	<u></u>	2	٥	æ	3
	7. 4 GUILLION		1 1/27	D9:n	88.86%	9.45%	1.00%	0.05%	0.10%	0.00%	0.15%	0.05%	0.10%	0.00%	0.40%	0.35%
MIDWO-MICKET TO THE PROPERTY OF THE PROPERTY O			MENAN- (65497) (447)													

			1.5											
	1	Table B4-1: PARTICIPATION RATES FOR GENERAL SCHEDULE	: PART	ICIPATIO	ON RATE	S FOR G	ENERAL	SCHEDU	LE (GS)	GRADES	(GS) GRADES by Disability	bility		
GS/GM, SES,		Total	₹-	Disability Status	kus				etall for 1	argeted i	Detail for Targeted Disabilities	5		
and Kelated Grade	TOTAL	Allique(d	(dr.) Not	Coe-94]	Targeted Disability	[18] Hearing	[21] Vision	[30] Missing Extremeties	(69) Pardat Paralysis	(79) Complete Paralysis	[82] Epilepsy	[90] Intellectual	(91) Psychlatric O(sability	[92] Dwarfism
2	4k CO	7	o	14	0	0	0	٥	0	0	0	a	n	0
	% 100%	87.50%	0.00%	12.50%	0.00%	0.00%	0.00%	0,00%	0,00%	0.00%	0.00%	0.00%	0.00%	0.00%
65-02	# 21	19	7	\$ -1	0	0	0	0	0	0	ū	O	o	o
	100%	90.48%	406%	4.76%	0.00%	0.00%	0.00%	0.00%	%00.0	0,00%	0.00%	0.00%	0,00%	0.00%
95 - 03 1 - 13	# 47	45	0	2	0	0	0	0	D	0	0	O	ام	٥
;	% 100%	95.74%	0,000%	4.26%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
200	# 76	- 65	20	65	ω	2	0	0	0	0	0	0	1	
L	% 100%	85.53%	2163%	11.84%	3.95%	2.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.32%	0.00%
65 - D5	# 115	99	S	14	5	1		0	ö	ja:	<u>, </u>	٥	2	Ω
	2000%	86.09%	1174%	12.17%	4.35%	0.87%	0.00%	0,00%	0.00%	0.87%	0,87%	9,009,0	1.74%	0:00%
- 20 - 2D	Γ	104	8	21	.4.	o	0	0	2	. 0	0	D	***	P.
	L	83,20%	0.00%	16.80%	3.20%	0.00%	0.00%	0.00%	1.60%	0,00%	0.00%	0.00%	0.80%	.0.80%
G5-07	Ī	434	100	55	7	ó	1	0	ы	0	o l	o	5	O
	┪	86.97%	2,00%	11.02%	1.40%	0.00%	0.20%	0.00%	0.20%	0.00%	0.00%	0.00%	1.00%	0.00%
S0 - 50	30	22	Ü	ហ	0	0	0	0	0	0	o	d	0	9
	Ť	/3,33%	THEO ON	10.6/%	0.00%	0.00%	0.00%	0,00%	0.00%	0,00%	0.00%	0.00%	0,00%	0.00%
GS-09	1000	0000		17/2		4	30	0	0	0	Ŀī	a	0	٥
	Τ,	, ve		10.00.00	1,62,6	0.2270	ם לינוט. ט	u.u.7a	0.00.0	0,000	0.09%	0,00%	0.00%	0,00%
GS - 10	7	7844 90	2000	7000	,		2			10	<u>.</u>	u	0	5
ŀ	# 1578	20.7.7.00	2000	95.53.6	0.00.0	0.00%	0,00%	0.00%	0.00%	0,000%	0,00%	0.00%	0.00%	0.00%
GS - 11	1	700.30		3 7 7 7		3 6					F		2	1
	T	7262	6 P. C.	DE 77.0	0.0470	0,500%	0.77.0	0.00%	0.00%	0,000,0	0,05%	0,00%	0.30%	0.06%
27 - 50	%001 %	90,94%	1170%	7 29%	0.45%	7650 U	0.00%	n nost	0.0500	O DOB'S	n 170%	ממנה ה	2070	0.050v
בי ה ה ה	# 2268	2124	Ž.	101	6	٥	Ö	1	1	2	0	0	2	7.00
L	%00T	93.65%	150%	4.45%	0.26%	0.00%	0:00%	0.04%	0.04%	%60.0	0.00%	0.00%	0.09%	0.00%
GS - 14	Γ	594	2	38	0	o	ū	0	0	0	0	0	o	0
	Ĺ	92.38%	2118%	5.44%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
68 · 15	Т	188	11	63	1.	0	0	0	0	0	0	0.	1	Đ.
	%001	90,82%	531%	3.86%	0.48%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	0.48%	0,00%
All Other (EX)		0	O	0	0	0	0	ũ	0	0	D	0	Đ	D
į.	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0,00%	0.00%	0.00%	%t0.0
Sings Sings	T	8	8	Þ	1	0	o.	0	0	Ð	Đ.	0	1	c
	Ť	88,89%	0.00%	11,11%	11.11%	0.00%	0.00%	0.00%	6.00%	0.00%	0.00%	0.00%	11.11%	%00.0
		9732	206	778	64	9	5	2	6	ώ	14	0	21	4
WOLKLOTCE .	700 100%	90.82%	1,929%	7.26%	0.60%	0.08%	0.05%	0,02%	0.06%	0.03%	0.13%	0.00%	0.20%	0.04%
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21 454 - 75		CT - SOPIS	Cracks 11	CLADE - T4	- A	Grane . To	1 1	Glane - TZ		Grade - XI		Grade - 10		Grane . Os		of ane a	.	/o . annum	Cradin . na	Grade - do	-	GLAGE - 05	·	+0 - a0816	l	Grade - us		Grade - 02		Grade - 01		AD - SIDE JO	Conda - no	Wage Grades	WD/WG,		
98	*	8		9/0	- 1	%	#	8		8		>	*	0/0		9/6	2#	4/6	#		#	8	_	8	22	ş	*#	ge	*	9	**	ş		1161	i.		
%001 le			5		6	% 100%	13						٦	0,000T		_	641	1		14		,	-	_	Ī			_	24	<u> </u>	Ŋ	%001	94	TOTAL			
0.00%	Ö	0.00%	0	16.67%	ı.	0.00%) O:	2.67%	2	2_39%	11	2.12%	53	1.90%	1.1	1.09%	7	2.39%	6	3.77%	4	0.65%	j	3,85%	1	0.00%	0	0.00%	O	0.00%	0	1.06%	1	[05] Mo Disability	to:		
%00,001	Į.	%00;D01		83 83%	7	928	20	93!33%	2	92/51%	426	91778%	2209	90.85%	5.5	91,53%	588	89.24%	25/4	83,02%	86	%ZB 06	UAT.	92.81%	14	82.35%	4	%00,000		50.00%	100	92.55%	48	[01] Hot	al by	Table	
9600		900		3%	-,	1%	2	3%		1%	6	8%	ŏ	5%	6	3%	8	4%	4	246		79%	_	%		8		200		₹		9/5		<u> </u>	Disak	85	
0.00%	o	9,000.0	0	0.00%	0	7.69%	1	4.00%	3	5.00%	23	6.11%	153	7.25%	42	7.18%	46	8.37%	21	13.21%	14	8.39%	13	3:85%	141	17.65%	ę	0.00%	6	50.00%	, 1	6.38%	6	[05-94] 0!sabilty	Total by Disability Status	1: PAR	
0.00%	a	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.72%	-81	1,21%	7	0.00%	0	1.20%	3	2,83%	B	3.23%	5	%00: 0	0	0,00%	ō	0.00%	c	0.00%	. 0	0.00%	o	Targeted Disability	SU	CICIPAT	
0.00%	O	0.00%	Ö	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0,24%	6	0.35%	Ŋ	0.00%	0	0.80%	2	0.00%	o	0.65%	1	%00.0	0	0.00%	O	0.00%	0	0.00%	0	0.00%	O	[18] Héaring		ION RA	
%000.0	0	%DO_0	o	0.00%	0	0.00%	Đ	0.00%	0	0.00%	0	0.12%	3	0.00%	0	0.00%	0	0.00%	O	0,00%	0.	0.00%	O	0.00%	a	0.00%	0	0.00%	0	0.00%	0	0.00%	O	[21] Vislon		TES FOR	
0.00%	Ö	0.00%	0	0.00%	0	0.00%	c	6.00%	O	0.00%	C	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	ō	0.00%	0	.0.00%	0	9,000.0	0	0.00%	O	0.00%	0	0.00%	٥	[30] Missing Extremeties	-	B5-1; PARTICIPATION RATES FOR WAGE GRADES	
0.00%	0	0:00%	0	0.00%	O	0.00%	0	0.00%	0	0,00%	0	0.16%	4	0.00%	0	0.00%	٥	0.00%	a	0.00%	a	0,00%	O.	0.00%	0	%0.00.0	0	0,00%	0	0.00%	0	0,00%	ó	siskleted epited [69]	etail for		
0.00%	0	0,00%	o	0.00%	•	0,00%	0	0.00%	0	0,00%	o	0.04%		0,00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0,00%	0	0,00%	0	[79] Complete Paralysis	Targeted	by Disability	
0.00%	o	0.00%	ō	0.00%	0	0.00%	0	0.00%	o	0.00%	a	0.08%	2	0.35%	2	0.00%	0	0.00%	a	0.00%	0	0.65%	1	0.00%	0	0.00%	0	0.00%	0	0.00%	٥	0.00%	0	[82] EpMepsy	Detail for Targeted Disabilities	lity	
0.00%	0	0.00%	û	0.00%	o	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.17%	i-4	0.00%	0	0.40%	1	2.83%	u	1.94%	ω	0.00%	0	0.00%	0	0.00%	خة	0.00%	0	0.00%	0	Aprildesia (06)	មា		
0.00%	0	0,00%	0	0.00%	0	0.00%	0	0.00%	0	0,00%	0	0.08%	2	0.35%	2	0.00%	G	0.00%	0	0.00%	0	2.00.4	2	0.00%	0	0.00%	0	0,00%	0	0.00%	5	0,00%	0	[91] Psychiatric Disability			
0.00%	0	0.00%	0	0,00%	0	0.00%	0	0.00%	0	0.00%	۵	0.00%	0	0.00%	-	0.60%	[-	0.00		0.00%	0	0.00%	0	0.00%	0	0.00%		0.00%	0	0.00%	0	0.00%	0	[92] Dwarffsm			

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		0407	TTAGIOT	DARTICIDATION RATES FOR MAIOR OCCUPATIONS - Distribution by Disability	S FOR M	AJOR O	CCUPAT	IONS - I	istribut	on by D	sability			
			tal by Dis	Total by Disability Status	tus				Detail for	Targeted	Detail for Targeted Disabilities	63.		
Job Title/Series	TOTAL	[d5] N	[01] Not	(06-94) Oisability	Targeted Disphilary	[18] Hearing	(2X) Vision	[30] Missing Extremeties	[69] Partial Paralysis	[79] Complete	[BZ] Epicpsy	[90] Intellectual	[91] Psychlattic Disability	(92) Dwarfism
1	1	7 7 7	3	2	an l	9	2	D	0	٥	0	0	ω	1
inical Senes [# 1,233	30.000	T. P.			200	7007	2000	D Date	nne/	D 00%	0.00%	0.26%	0.09%
	%001 %	90.03%	1.94%	8.03%	0.53%	0.00%	0.18%	0,00%	0,0170	6,00.0	0.0076	2,00		- -
_	# 961	268	1.1	5 7,	w	D.	بير.	O	0	0	 	* 2		
Contracting Series 1102		%E1 E6	1.14%	5.72%	0,31%	9400.D	%01.0	0,00%	0.00%	0.00%	0,10%	0.00%	E. 10%	0.00%
+	+	541	1	35	3		0	0	G	1	0	0	2	0
Caricia Differentification	†	on one.	7050	2020%	0.43%	0.00%	0.00%	0.00%	%00.0	0.14%	0.00%	0.00%	0.29%	0.00%
	1	200	2	30	7	=	0	ö	0	0	0	0	0	a
Civil Engineering Series 0810	╁	030	3000	A 40	2000	o no.	n.00%	0.00%	0,00%	0,00%	0,00%	0.00%	0.00%	0.00%
	04.00.T	C/_77.P.C	1	1111		2	5	Ö	ď	D	; ;	0	٥	0
General Business and Industry	+	200	2 9000	7 0480) 180 _m	7,080 U	0.00%	0:00%	0.00%	0.00%	0.13%	0.00%	0.00%	0.00%
Garage Fron		470	7 6	JII.		0	a	5	٥		0	O	o	6
Environmental Engineering	1000/	705.0.30	n age,	7 9Rv.	0.00%	0.00%	0.00%	0.00%	0.00%	0,00%	0,00%	0.00%	0.00%	0.00%
Li Cagneti de Cara	+	403	· · · · · · · · · · · · · · · · · · ·	31	2	-	-	0	0	0	0	0	-	-
Management and ringion	+	2021 00	2010%	6.94%	0.45%	0.22%	0.22%	0.00%	0,00%	0.00%	0.00%	0.00%	0,00%	0.00%
Michael Constitution	478	405	٥	23	0	0		c	٥	0	0		0	Б
Usan Selles Mechanical Englishments	1	20 20 20 20 20 20 20 20 20 20 20 20 20 2	2 0484	5:7 5 %	0.00%	0,00%	0.00%	0.00%	0.00%	0.00%	0,00%	0.00%	J. Drof.	0.00%
O C C C C C C C C C C C C C C C C C C C	1	2 1	n	10	4	p.a	c	D	0	1	<u>.</u>	0	1-1	0
Architecture Series 0808	+	20 112	1	4 0 494	1 0/10/	0.77601	0.000	%00.0	0.00%	0.26%	0.26%	0,00%	0.26%	0.00%
	Cannot	95.77.0	2,700,1	4.00	1,01,72	11.50		3	4	_	-	o o	1	φ.
Information Technology	# 369	335	ü	31	L.	 -	-		+	2000	707.0	0 00%	77%	0.00%
Management Series 2210	56 100%	90,79%	0.81%	8.40%	1.36%	0.27%	0.27%	0.00%	0.4/34	0.00.0	0.27.70	0.00,0		
	e 755	5,669		107 379		24	ω	Ćη	٥	 i	N	4		L.

	ĺ		48	ľ													
			IET	Эle	88: NE	WHIRE	S By Typ	Table B8: NEW HIRES By Type of Appointment - Distrib	pointme	at - Dist	ributio	Ü	bution by Disability	HEY	***************************************		
	-			2	foral by Disability Status	ility Stat	us.				Detail fo	7.	rgeted D	tail for Targeted Disabilities			
Type of Appointment		TOTAL	705 N	;	[01] Not	[06-94]	Targeted Oksability	бичерн [81]	[21] Vision	[30] Missing Extremeties	[69] Partial Paralysis		[79] Complete Paralysis	[82] Epilepsy	[90] Intelectual Disability	[91] Psychiatric Disability	(9Z) DWath\$m
	╄		200	╁	╀		١		2	0	0	_	0	٥	0	2	0
Dermanent	**	313	267	+		20		200	2000	2000	n nnow	-	0.00%	0.00%	0.00%	0.64%	0.00%
	å ^b	200%	85.30%	_	3.51%	11.18%	0.54%	0.00.20	0.00.0	0.00,0		<u> </u>	,	-	2	3	9
	#	30	25		Ŋ	ໝ	o	0	D	0	_	_		c		2007	7000
Temporary	3	100%	83.33%	-	6.67%	10.00%	0.00%	0,00%	0.00%	0.00%	0.00%	.6-	0.00%	0,00%	0.00%	0.00%	0,100,0
	ļ	3		+	3	30	3	7	0	Q.	•		0	0	o.	2	C
Total	1 *	340	15.67	+		1	0 500/	n mnex	n nnah	0.000%	0.00%	34	0.00%	0.00%	0.00%	0.58%	0.00%
::	1	100%	85,1480	L	3./370	11.00%	0,10,70	0.00.0			3	1	0.000	D 000%	O Ones	0.58%	0.00%
Prior Year	9%	100%	85.13%	_	3.79%	11.08%	0.58%	0,00%	0.00%	0.00%	0,00%	70	0.0076	0,000	0.000		
			:20/15T												,	,	•
checker		343		292	T3	38	N		·		0	Ģ	0	٥	۵	N	0

		1							E						
		Table	e B13:		EMPLOYEE R	ECOGNI	RECOGNITION AND AWARDS	D AWAR	ì	Distribution by Disability	by Disa	bility			
Ģ.			Tota	d by Disa	Total by Disability Status	tus				Detail for Targeted Disabilities	argeted !	Sabilities	\$ 0	<u> </u>	!
Program # Awards Given Total Cash	TOTAL	COST NO DISABILITY	# F	[01] Not	[06-94] Disability	Targetod Disability	(18) Hoaring	(21) Vision	(30) Missing Extremeties	[69] Portial Paralysis	[79] Complete Paralysis	[82] Epilepsy	Atilitesid Intellectual [00]	Psychibitic Disability	(921 Dwardsm
Time-Off Awards, 1-9 hours															
total Time-Off Awards Given	1,052	166	Ĭ	31	50	IJ	0	o	0	0	0	2	<u> </u>	0	0
9/8	100,00%	94,20%	0%	1.05%	4.75%	0.29%	0.00%	0.00%	0:00%	0.00%	0.00%	0.19%	0.10%	0,00%	0,00%
ofal Hauts	5		200		2	,									
Ume-Off Awards - 9+ haurs										_			5		
Total Time-Diff Awards Given	153		8	55	15	w	0	a	o	•	0	H	0	į,	0
Total Hours	100.00%		10% 10%	3.27%	9,80%	1.96%	6.00%	6,00%	0.00%	0.00%	0.00%	0.65%	0.00%	1,31%	9500.0
verage Hours	0		-	0	-	0						0		0	
Cush Awards: \$100 - \$500		an exercise	Weignitz-						:						
rotal Cash Swarris Given	1,297	180	1488	28	28	12	j-A	D	1	2	0	2	0	វា	14
Total Amount	100.00%	9	\$0 %	2,16%	6.25%	0.93%	0.08%	0.00%	0,08%	0.15%	0.00%	0.15%	6,000,0	0,39%	0,08%
Norma amount	3	5	-	-	-	2	3	1	2	-				-	•
Cash Awards: \$501+								Î							
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